

St Michael's School Lane Cove Association
Term 1 Meeting Minutes
20th February 2023
Longueville Sporting Club

Present: Jenni Priestley, Jess Campanaro, Ruth Boccola, Lisa Khatchadourian, Valerie Kwok, Will MacIntosh, Mike Lennon.

Apologies: David King

1. **Welcome:** The meeting commenced at 7.20pm.
2. **Confirmation of Minutes from previous meeting:** The Minutes from the last meeting held in Term 4 2022 were confirmed. Moved by Ruth Boccola, seconded by Lisa Khatchadourian.
3. **Actions carried forward from Term 4 2022:**
 - The Association Financial Report 2021-2022 is overdue. Chris Ahrens has kindly written a report and sent it to the Association. Each Club Rep. has been emailed a copy and will need to communicate with their club Treasurer to verify the figures are correct as soon as possible. Once this has been completed the Association can agree that the report is complete and submit it to NSW Fair Trading.
 - Association Fair Trading form – an annual obligation of the Association is to complete this form, the Football Club requires this form to be complete and sent to the Football Association at the beginning of each season. It was discussed and a decision made to prioritise completing and submitting the Financial Report, and then complete the Fair Trading form.
 - Active Kids vouchers – the Basketball Club has been unable to register for Active Kids as the Football Club has the Association ABN linked to its Service NSW Active Kids account. Jenni has been in communication with Service NSW to correct this issue. Mike agreed to provide her with the Football Club Service NSW log-in details so she can further investigate how to have the Association registered to cover both clubs. It was suggested that the Association receives the Active Kids \$. This would then be redistributed to the Football and Basketball clubs depending on how many kids where registered each season to each club with their parent/caregiver opting to use their Active Kids voucher during the registration and fee payment process.
 - Basketball and Netball Reversible Hoops that both clubs can use for training – the old hoops remain on the school lower basketball court. Will put together a Hoop Proposal last year and submitted it to the Association, which was passed onto the school. The cost of the hoops still needs to be approved by Principal Lee and a decision made as to how much of the purchase and

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installation cost will be covered by \$ in school fundraising, and if the Association needs to contribute, and how much. There is no proposed start date for the court upgrade or hoop installation.

- Netball ANZ business account– Lisa updated us that the club banking issues with ANZ has been resolved at the Chatswood branch and the club can now make payments. Lisa Mifsud (outgoing Netball Club Treasurer) is chasing up when a club account was closed and where the balance of \$500 was transferred last year.

4. New items discussed:

- Netball would like to use the school grounds (lower court) from mid-March for training in the morning. This was approved and will not clash with other club training.
- Use of the school hall for training from 6pm – Jenni has been in discussion with the school. The clubs would be able to apply to use the hall from 6pm on school days once OOSH finishes. The application involves extensive paperwork to be completed and approved by the school. Use of the hall requires coaches/club reps to set the hall alarm properly after each session and have an appropriate level of supervision at training for the students.
- Netball are in the process of confirming team numbers and training times. Lisa will be in communication with Jenni regarding use of the hall and completing the paperwork if they decide to use the school hall in the evening for training.
- Association Public Liability Insurance – the 2022 invoice has been located and Jenni will pay this ASAP. The fee for 2023 is due at the end of March and Jenni will also pay this from the Association bank account – the combined cost of both invoices will be around \$5500. Once we have the certificate for 2023 we can make this available to the clubs who require it for their registration.
- Will raised that the lower court artificial surface condition has deteriorated significantly in the last 6 months - ? from the large amount of rain we have had combined with summer temperatures. It appears to have 'marbling' with loose particles that cause the children to skid/lose footing. Lisa mentioned that she is aware of a surface treatment which may reduce the extent of marbling, she will look into what another school used and the cost.

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- School Open Day is in Wednesday March 29th– Will raised if the Association or individual clubs can advertise at the Open Day with a stall/flyers. The Open Day has two sessions 9.15-10.15am & 3.30-4.30pm. Jenni will discuss with the school if the Association can have a table/stall set up with some flyers advertising each club.
- Clarifying the fee each club pays the Association annually and how this is calculated. Previously each club paid an annual fee to the Association calculated on a per/player basis ?\$6. There are outstanding fees for each club to pay the Association for 2022 which was highlighted in Chris Ahrens financial report. Further discussion is required to confirm how much this will be and how it is calculated.

5. Child Protection Update from Jess Campanero:

		ACTION
1	WORKING WITH CHILDREN CHECK New Children's Guardian Stephen Kinmond OAM - in the position for 5 years. Child-related organisations can now check how they're performing against the NSW Child Safe Standards by using our new Child Safe Self-Assessment.	Jess to complete by next meeting.
2	CLUB UPDATES Basketball - All WWWC up to date Netball - I'll be contacting them shortly for upcoming season Football - I'll be contacting them shortly for upcoming season	

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All clubs have been made aware that fines apply (up to \$11,000) for not having a valid WWC number and the onus is on both the individual and the employer (in this case the association and/or club).

All clubs please note

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| 4 | CHILD SAFETY / COMPLAINTS |
| | - No incidents formally reported. |
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SMSLA's Code of Conduct and Discipline Policy are our best tools for Child Safety.

Meeting close: 8.20pm

Next meeting scheduled Term 2 15th May 2023