

**HKNA Executive Council Meeting  
Minutes  
Tuesday 7 February, 2012  
Sports House**

<b>Present:</b>	<b>Absent</b>
Ron Arnold (RA) Jenny Chadwick (JC) Hayleigh Davies (HD) Leesa Youl (LY) Ciara Waller (CW) Shafin Azim (SA) Moirra Cameron (MO)	Lorraine Pak (LP) Polly Yu (PY) Emma Hutchison (EH)

**ACTION ITEMS & OWNERS**

<b>#</b>	<b>Action Item</b>	<b>Owner</b>	<b>Due Date</b>
Held over			
1	VA to recirculate December meeting minutes to approve	VA	28 February 2012
2	RA to follow up with Aussies re Treasurer	VA	7 March 2012
3	HD to recirculate list of potential events	HD	28 February 2012
4	All to check the equipment bag at Western/ HKFC for ice etc	All	Ongoing
5	Dates for Mixed League to be sent to RA so that she could look at umpiring and costs.	CW	28 February 2012
6	RA to ask Alice to find alternative venue for Regional Squad Training	RA	10 February 2012
7			

**MINUTES OF MATTERS DISCUSSED**

**1 Minutes and Action Items of November Executive Council meeting**

- The Minutes from the January 2012 Executive Council Meeting were confirmed as an accurate reflection of the discussion.
- RA will recirculate the December minutes for Committee approval.

**2 President's Report**

- RA gave a verbal update.
- Iris Chan has stepped down from the Executive Council. Lorraine Pak has assumed responsibility for University Tournament. It was noted that apart from venue booking

(which has been completed), Lorraine would need to pick up all other arrangements. Games would be held on Sat 3<sup>rd</sup> March (HK Park) and Sunday 15<sup>th</sup> April (ALC). The tournament would accommodate 6 teams with games spanning over 6 hours (11.00 until 6.00). 19 February court booking could be used for Uni practice and ladies league make up games.

- RA stated that Iris Chan's position would not be backfilled.
- An umpiring course would be held at HKFC in February. HKCC would get some guaranteed places due to hosting with the remaining slots to be allocated to the teams with the most need for qualified umpires. Players attending the course, may not be able to get junior league practice until after the ladies league has finished. It was confirmed that a zero tolerance approach would be adopted towards unqualified umpires.
- Aussies are still to name a Treasurer. If Aussies are unable to provide a candidate with the appropriate qualifications, the Association would need to pay someone to fill this role. RA has a potential candidate who may be interested.
- RA had a long meeting with Alice to go through finances. After all cheques have been cleared there will be no funds remaining in the current account (although there is a 500k fixed deposit).
- RA put \$2,000 in the petty cash tin, which is to be used by the office for expenses, with prior approval from RA or JC. The practice of paying for expenses on personal credit cards and seeking reimbursement later should be discontinued. RA has communicated the requirements to the office staff.
- RA would ask Lorraine for a full break down of the tri-nations budget and expenses.
- Discussions were had on bonus for HKNA staff. In view of the Association's financial situation, the Executive Council agreed that a 75% bonus would be paid.
- It was agreed by the Executive Council to support staff development that staff should receive a more formal performance review and personal development plan.

### **3 Sponsorship**

- The Executive Council agreed that the \$3,000 funds raised at the Tri-Nations from donations should be allocated \$1000 to Project Smile and \$2000 to the Association.
- HD noted that if HK is to host the Tri-Nations again, sponsors would need to be found (to also keep this viable as a recurring annual event).
- HD suggested a HKNA Dragon boating team for publicity/ sponsorship.
- RA remarked it could be good to hold a netball game in Central to raise awareness .

### **4 Ladies League**

- JC gave a quick verbal update.
- Due to the weather on 30 January, games at Aberdeen needed to be called off later in the day. Unfortunately the email informing the teams of the decision was not sent until

5.00pm. It was noted that the emails needed to be sent immediately from the office due to the time sensitivity.

- It was agreed by the Executive Council that there would be no refund for a player who had been injured in the first three weeks of the season.
- JC asked for Executive Council members to check the equipment bag at Western and HKFC (Ice etc) when they were there.

#### **5 Beach Netball**

- The tournament is to be held on 17-18 March, Repulse Bay from 1 – 7pm with 16 teams.
- SA has been liaising closely with the tournament organizers.
- The flyer would be going out shortly. Posts have been secured (two from West Island School), kit has been ordered from Playmore. It was noted that teams would need to bring balls (40 needed in total).
- SA stated that 15 volunteers are required for photo shoot on 18 Feb.

#### **6 Technical Manager's report**

- There were no questions on the submitted report

#### **7 Development Officer's report Netball**

- There were no questions on the submitted report

#### **8 Mixed Netball**

- The Court bookings have been confirmed - Aberdeen for most games with HK Park for the last 3 weeks
- 26 Teams are expected.
- Dates to be sent to RA so that she could look at umpiring and costs.

#### **9 Tri Nations**

- The Executive Council acknowledged the enormous amount of work put into the tournament by LP to make it a success.
- It was agreed that Kowloon Park and BP House were excellent venues.
- Feedback that the booking should be extended to at least one day beforehand to allow more time for set up.
- RA asked for it to be minuted that she had been disappointed with the contribution of the Executive Council to the tournament. The Executive Council should be prepared to spend the entire weekend supporting the tournament.

**8**      **AOB**

- National Squad- Kristy has spoken to selectors to increase squad size. Executive council endorsed approach that players who show appropriate ability would be invited to try out for the squad, to avoid players who are not at the required level repeatedly attending try outs.
- Asian Championships coming up 23 August but likely date may change to 25 August to accommodate Ramadan. Meeting of IFNA/AFNA may also be rescheduled so that the participants could attend the more interesting games towards the end of the tournament.
- Application should be made to AFNA for funding for Asian Championships (due April 25<sup>th</sup>)
- RA raised that HK Park had already been booked for the Regional Squad on Thursdays until December. The Executive Council agreed that Valley should be given priority for HK Park given the size of the club, disruption changing training venues mid season and history of using the venue. RA would ask Alice to immediately find an alternative venue for the Regional Squad.