

HKNA Executive Meeting Minutes

Tuesday 8th January 2013

Present:

Ron Arnold (RA)
Jenny Chadwick (JC)
Alda Ng (AN)
Shafin Azim (SA)
Emma Wall (EW) (previous recorded as Hutchinson - EH)
Lorraine Pak (LP)
Caroline Freeman (CF)
Sonia Lam (SL)

Apologies:

Ciara Waller (CW)
Danielle Taylor (DT)

MINUTES OF THE MEETING DISCUSSED

1. Minutes of last meeting

No matters arising from the minutes of 4th December 2012 meeting.

2. Presidents update

A. Umpiring

- All umpires were requested to send game preferences for the second half of the season. Received a lack of response, hence the schedule was sent out without umpires assigned to games.

B. National Youth/Opens Squad/Team

- Players - The National Squad of 12 players and two reserves has now been selected for the Tri Nations (one player needed to withdraw). The two reserves are from the Youth Squad, hence, Connie and Kirsty are yet to decide whether the reserves can participate in both the seniors and youth games at Tri-Nations.
- Physiotherapy – Melanie Potgieter from Discovery Bay Club will perform the physio role at the Tri Nations.
- Manager – RA has tried to contact Ursula to offer her the position, and Kirsty is happy with this.
- Kit – Have ordered the balance of stock with Kurki. As the order was quite small, Kurki will not sponsor the event this year. The team will play in the Nationals

training kit rather than the dress to reduce cost of orders for a 3 day event. Emma Gregory has offered to organise a training outfit for the team.

C. Committee Roles

- Gratitude expressed to Ms Sonia Lam for taking on the Committee role representing the Australian Association. RA would communicate with her in the coming days with regards as to where to best use her skills.
- All members of the Committee to send their details to JC including name, position on the committee, email and phone number.

D. Staffing Matters

- The short list selected by the Committee for the Office Co-ordinator role were all interviewed by RA and EW. It was decided that LP was the best applicant for the job. RA has offered the position to LP, and LP is yet to decide if she wishes to accept the position. If LP does not accept the position, the alternative applicants will be considered.
- To ease the workload within the HKNA office, RA will hire Julie to return to her part-time casual role of 3 mornings a week for the following 1-2 months.
- RA to offer Iris the Development Officer position for a 3 month contract. LP requested to be involved in the interview to highlight expectations. Committee decided a fixed term contract offer would allow LP to be involved in an interview in 3 months, if LP accepts the Office Coordinator role.
- The committee agreed that the existing staff of HKNA will receive a bonus of 100% monthly salary at the end of the financial year for their annual bonus.

3. ACCOUNTS REPORT

- CF considers the accounts quite difficult to decipher as currently the finances are recorded in two separate financial systems. However, after the end of this financial year (end March), all records will be stored in the new system and this problem will be overcome. LP and auditors are confident that all accounts have been entered to date.
- CF reported that the \$1.6 million balance places the HKNA in a secure financial position. The current accounts have income at \$700,000 year to date. Most of the Tri Nations expenses have already gone through, except a few expenses for airfares and accommodation, and balance still seems good.

4. LADIES LEAGUE

- JC sent league schedule to all clubs. Yet to schedule wet weather games, but comfortable there is enough time allowed.
- JC confirmed the finals will take place Saturday 4 May at the HKFC.
- JC yet to send out the score sheets as fines / penalties are yet to be settled.

5. DEVELOPMENT REPORT

- Coach Awards – Committee approved the Coach Awards form distributed by LP. Only amendment is to include a criteria which highlights if the coach is paid or unpaid as volunteering time is considered a higher contribution.

6. TECHNICAL MANAGERS REPORT

- Proposal included in the papers for the training trip to Australia for the youth squad was not approved until the Committee receive a breakdown of costs, LSCD funding identified and budget request of the HKNA to contribute. LP to work with Connie Wong to ensure details sent to Committee members for approval.

7. A.O.B.

A. Beach Netball – Beach Netball is confirmed to take place the weekend before the Rugby 7's, 16-17 March and there will be three courts. Last year the registration was \$100, however, this year it will be \$215. Currently awaiting to confirm when registrations go out, but expected by the end of January. There will be a Plate and a Cup pool. Need to recruit volunteers for the event.

B. Tri Nations

- RA acknowledged LP for her level of commitment and work on the Tri-Nations.
- RA expressed expectations of all committee members to volunteer time to assist with the delivery of the Tri-Nations and asked all members to source more volunteers from their respective Clubs. Jobs will include roles such as managing the charity table, back office work, ball girls, videoing games etc. Need names with contact details (phone and email) and times available to help.
- A key volunteer role needed is an MC to announce teams / announcements and liaison officers to the two international teams. Would need to be available 3 days.
- RA highlighted the need to promote the umpiring and coaching clinics being held during the Tri-Nations. There is an urgency to receive registration forms ASAP. RA to send details to be forwarded to Clubs.

C. Australian National Umpire

- JC informed the Committee of the recent removal of Chris Burton from the Australian National Umpiring Director position by IFNA due to a restructure. JC expressed her disappointment but felt no appeal could be implemented.

Meeting finished 8.50pm

Next Meeting – Tuesday, 5th Februaryy 2013 – 7.30pm at Olympic House