

**HKNA Executive Council Meeting
Minutes
Tuesday 6 December, 2011
Sports House**

Present:	Absent
Ron Arnold (RA) Jenny Chadwick (JC) Hayleigh Davies (HD) Lorraine Pak (LP) Leesa Youl (LY) Polly Yu (PY) Emma Hutchison (EH) Mo Cameron (MC) Joanne Young (JY)	Iris Chan (IC) Shafin Azim (SA) Ciara Waller (CW)

ACTION ITEMS & OWNERS

#	Action Item	Owner	Due Date
Held over			
1	VA to look into running a further umpiring course and to consider whether qualification should lapse after 6 years in view of limited resources to conduct umpiring courses	RA/ JC	31 January 2012
2	VA to follow up with Alice for Aug, Sept and Oct balance sheets (assigned from JR)	VA	31 January 2012
3	VA to meet with office staff re security, financial record keeping and to check if HKNA has internet banking	RA	31 January 2012
4	LY to look at what consent/ opt out needs to be provided from HKNA members if HKNA forwards marketing materials from third party sponsors	LY	31 January 2012
5	LY to draft Personal Information Collection Statement	LY	31 January 2012
6	PY to send vision statement to Executive Council	PY	31 January 2012
7	RA to follow up with Alice re mail merge	RA	15 January 2012
New			
6	RA to put out an offer to HKNA members for replacement Treasurer if Aussies are unable to field a qualified replacement for Jo Reed.	RA	15 Jan 2012
7	JC to consider further what action should be taken against Aussie Rosellas regarding inaccurate player list and	JC	4 January 2012

	misrepresentation.		
8	RA to discuss with umpiring subcommittee how umpiring experience required for qualification could be attained given the break in the junior league.	RA	15 Jan 2012
9	PY to ask Connie to send emails to parents of U16s for consent to take their children's photos.	PY	15 Jan 2012
10	Tri Nations Poster - finalized and sent AI files to Lorraine for insertion of sponsors logos. Once sponsors are confirmed, will need to work with Alice for blasting through email and printing.	PY	31 Dec 2011
11	Confirmed t-shirts will be free, but as they will be montone, the logo will not look good (like an upside down Africa). It was agreed that alternatives would be considered (print on dri fit in smaller numbers for \$39 or PY to play with logo so it looks better in monochrome.	PY	31 Dec 2011

MINUTES OF MATTERS DISCUSSED

1 Minutes and Action Items of November Executive Council meeting

- The Minutes from the November 2011 Executive Council Meeting were confirmed as an accurate reflection of the discussion.
- RA went through each of the action items from the previous meeting. All were held over.

2 President's introduction

- RA introduced the new committee members representing Discovery Bay Pirates. Emma Hutchison and Mo Cameron, who will be sitting on the committee as the National Liaison contact.
- RA introduced Jo Young, who was attending in place of Jo Reed who has stepped down from her role due to medical reasons. Jo explained that Aussies were still trying to find a replacement treasurer. If none can be found, RA will put an invitation out to the members.

3 Ladies League

- JC raised an appeal regarding a fine to the Executive Council for consideration. A team had been penalized as stated in the by laws for playing an unregistered guest player (loss of 4 points, fine and loss of game). The relevant facts were as follows:
 - One unregistered guest player played on the third playing night of the season.
 - The team had clearly indicated on the score sheet that the player was a guest and within the next week sent Form C and registration fees.
 - The team had been informed after the sign in sheets were reviewed that the team would be penalized according to the ByLaws.

- The team felt that this penalty was harsh given their mistaken belief that in previous seasons it had been allowed to register players after the game, the player was subsequently permitted to register to that team (and therefore was at the appropriate level) and given that the mistake was honest.
- Other teams had been penalized in the same way for the same thing.

Whilst the Executive Council acknowledged that it was unfortunate it was decided that no exception could be made as the By Laws were clear. Whilst the team was under a misapprehension as to what had been said at the Captain's meeting, the By Laws were unequivocal.

- JC raised another incident where it had been queried on the preceding Monday night whether all of the players from Aussie Rosellas had signed the sign in sheet. When Jenny first approached the team they assured her that all players who had taken the court had signed. When this was disputed by the other team, Rosellas admitted that a player had not signed the sign in sheet. The Executive Council agreed that this conduct was unacceptable. JC stated that she would consider further what action should be taken.

3 Umpiring

- An umpiring course has been run for Valley and there is an upcoming course for Football Club.
- The Umpiring Sub Committee would convene to discuss work arounds for umpires having just completed the course to do their practical training, as the junior league will not run until February.
- RA shared with the Executive Council that she had been approached by IFNA to provide an umpire for the Nations cup in Singapore. Whilst the requested umpire had not been available, IFNA had accepted Carol Chan proposed as an alternative. This is a great opportunity for Carol and a positive reinforcement of the development of umpiring in HK.

4 Development Report

- LP went through the submitted report.
- LP raised stated that 6 Unis had requested a netball demonstration session.
- LP also gave a report about the regional 16's coaching academy. There had been strong competition from Singapore, NZ, Australia and South Africa and it was great for the girls to play at such a high standard. PY added that it was an excellent experience and she had learned a lot about coaching younger girls. It was also observed that the team had diverse backgrounds yet came together well.

5 Technical Manager's report

- There were no questions on the submitted report
- It was acknowledged that the Junior Netball League final was an excellent day. The venue at Shek Kip Mei was fantastic and the turn out very good.

5 Sponsorship

- See Tri-Nations Agenda item for Tri Nations sponsorship update.

- It was decided to proceed with the posts covering without sponsorship. Should sponsorship be obtained banners could be put on the posts.
- HD confirmed that Operation Smile had been confirmed for the Beach Netball.

6 PR Marketing Update

- PY went through the submitted report.
- Sing Tao Daily - a sport reporter is currently doing a story on introducing netball. She has interviewed and taken some pictures of Grace and the Hantang team and has inquired more on the Chinese terms of the positions. Will work closely and keep the committee posted on the coverage
- Sports Hong Kong Magazine - the editor is going to send Polly coverage today that they are going to publish on their December issue. PY will share across the coverage layout once available.
- U16 Girls Interview by SCMP Young Post - The sport journalist showed initial interest to interview the U16 Academy Girl who went on a netball tour in Singapore, PY is working with the journalist to fix a date for face-2-face interview and photos. PY to ask Connie to send emails to parents of U16s for consent to take their children's photos.
- PY stated that a court had been secured in Sat/Sun in April for InterUni tournament and asked Executive Council if it still wanted to pursue.

7 Tri Nations

- RA thanked LP for all of her hard work on the TriNations and confirmed that LP had been appointed as the tournament organizer. LP has extensive tournament organization experience (Asian Youth Champs) and would be an asset to the tournament in this capacity.

Participating countries

- RA stated that Chinese Taipei had confirmed attendance, which was excellent. Whilst Thailand had not responded officially, it was understood that a Thai netball official had confirmed Thailand would be represented.

Venue

- LP shared the carpet quotation of \$68,000 which included set up (7.00am-12.00noon, Friday) and dismantling (6pm to 11pm Sunday). Installation, taping carpet transportation included. LP confirmed that the quote was very competitive and came in at 30k less than budgeted.
- LP explained that according to international standards sunken goal posts are required. As drilling is not permitted at the venue, alternative is to use existing sleeves.
- Kowloon Park would be available all weekend (for training etc).

Closing function

- RA to check if US Rugby Club available, because near by and cost effective. The other alternative, Kowloon Cricket Club does not have a large enough room.

Umpiring

- IFNA had not yet confirmed umpires, but this was not unusual as usually it is only a few weeks before the start. Some concerns were expressed that the cost of airfares would be prohibitive given it is peak holiday season.

Kit

- Kirsty continuing to work with Kukri. Confirmed t-shirts will be free, but as they will be montone, the logo will not look good (like an upside down Africa). It was agreed that alternatives would be considered (print on dri fit in smaller numbers for \$39 or PY to play with logo so it looks better in monochrome.

Sponsorship

- HD had been following up for potential Tri Nations sponsors and was continuing her search. If a sponsor could not be found, we may consider whether to allow people to bring in merchandise for display. Whilst merchandise cannot be sold at the venue, information could be made available.
- RA stated that Anna Wong had referred Watsons for the TriNations and the possibility of securing Watsons to provide water was positive. .
- As request for First Aid can only be made 3 months prior, RA to email St John's ambulance.

PR/Marketing

- Poster - finalized and sent AI files to Lorraine for insertion of sponsors logos. Once sponsors are confirmed, will need to work with Alice for blasting through email and printing.
- Tri-nation Interview by Sport Soho magazine - PY currently gauging the interest of doing an interview with the open squad ladies who will be playing at the Tri-Nations, am aiming to have the piece out in Feb/Mar Issues.
- ESPN TV - too expensive so would not pursue

Signed as true copy

Veronica Arnold