HKNA Executive Council Meeting
Minutes
Thursday 14 June 2011
Credit Suisse Offices

Present:	Absent
Ron Arnold (RA) Jenny Chadwick (JC) Iris Chan (IC) Hayleigh Davies (HD) Jane Lloyd Evans (JLE) Ciara Waller (CW) Leesa Youl (LY) Polly Yu (PY)	Joanne Reid (with apology) (JR) Lorraine Pak (with apology) (LP)

ACTION ITEMS & OWNERS

#	Action Item	Owner	Due Date
1	Draft proposal on hopes and plans for Executive Council role to discuss in next meeting	Each Executive Committee member	16 August 2011 (next meeting)
2	Jane to advise Valley Executive Council representative upon her departure and communicate her replacement	Jane Lloyd Evans	31 July 2011
3	Leesa to confirm the method of appointment under the By Laws for Valley replacement	Leesa Youl	22 July 2011
4	Leesa to ask for preferences for next Executive Council meeting (Aug 2 or Aug 16)	Leesa Youl	19 July 2011
5	Ron to forward Hayleigh HKNA Mission Statement	Ron Arnold	18 July 2011
6	Hayleigh to check whether Football Club is available to host the meetings on Sept 6 & Nov 1 and Captains Meeting on 26 September	Hayleigh Davies	22 July 2011
7	Hayleigh to confirm whether Football Club will provide courts for the Ladies League as in previous years	Hayleigh Davies	31 July 2011
9	Leesa and Jenny to circulate revised By Laws for Committee Approval	Leesa & Jenny	31 July 2011

MINUTES OF MATTERS DISCUSSED

1 Roles and Responsibilities

- Ron introduced each member of the Executive Council and the club they represent. She then went through the roles and responsibilities for each Executive Council member. Executive Council roles are as follows:

Name	Club	Position on Executive Council
Ron Arnold	Independent	President and Umpires Convenor and National Team

Jenny Chadwick	HKCC	Vice President and League Convener
Iris Chan	TBC	Universities
Hayleigh Davies	HKFC	Sponsorship and Kit/Equipment
Jane Lloyd Evans	Valley	Sponsorship/development – TBC
Lorraine Pak	Hantang	Development Officer
Joanne Reid	Australian Association	Treasurer
Ciara Waller	Kowloon	Mixed and Men's League
Leesa Youl	HKCC	Secretary and support on the Ladies League
Polly Yu	DOGA	Marketing/PR

- Jane advised the Executive Council that she would be leaving Hong Kong. Ron asked Jane for the name of a replacement representative from Valley. Ron also suggested that Hayleigh pick up Sponsorship/ Development as well as Kit (which may be handed over to Valley incumbent).

- Ron explained that the Executive Council had received presentations from two marketing firms (neither of which were ultimately engaged). As a follow up to such discussions a draft "Mission Statement" for the Association was prepared, which would be forwarded to Hayleigh.

- Ron asked each Executive Council member to draft a proposal on their hopes and plans for their roles for this season, for discussions in the next meeting.

2 <u>Meetings</u>

- Ron confirmed that Executive Council meetings would be held on the first Tuesday of every month. The tentative dates are:

  Tuesday 2 August or Tuesday 16 August
  Tuesday 6 September
  Tuesday 4 October
  Tuesday 1 November
  Tuesday 6 December

- Leesa was asked to obtain a preference from the Executive Council members between Tuesday 2 August and Tuesday 16 August.

- Ron explained it was expected that each Executive Council member would submit their report for the monthly meeting by the Tuesday before, so that Ron could review before sending out to the Executive Council on the Friday before the meeting. Each Executive Council member is expected to read the full pack before the meeting.

- As Olympic House is not available on September 6 and November 1, Hayleigh will check with Football Club. The other dates are confirmed for Olympic House.

3 <u>League</u>

- Jenny went through the court bookings for the Ladies League. The first booking is on Monday 3 October. On some nights not all venues are available. Jenny asked Hayleigh to check if Football Club would provide courts as before.

- After some discussion it was decided to ask for entries on Monday 12 September to take advantage of an “early bird” rate. Otherwise entries would be due on Friday 16 September. The dates are to allow clubs time to conduct trials after the summer break but as a lot of time is needed to do the league draw, it was decided to encourage teams to enter earlier by offering a reduced registration fee. Exact fee to be confirmed after discussion with JR.

- Proposed changes to the By Laws were discussed and the following changes/ clarifications were agreed:

    - Players who are playing up within the same club will not be counted as guest players for the team above them that they play for.

    - The pregnancy clause will be amended to make it clear that pregnant players play at their own choice and risk and will not hold HKNA responsible for any injury.

    - The fines and points penalties for forfeiting were increased. Teams who forfeit with at least 48 hours notice will pay a HK$400 fine (previously HK$200) and incur a 2 point penalty. The fine for teams forfeiting with less than 48 hours notice was increased to HK$600 with a 4 point penalty (previously HK$400 and a 2 point penalty).

    - A player playing in a finals team must have played at least 6 games over 6 separate nights with at least 3 games in the finals team.

    - It was clarified that if a team agrees to reschedule, then either team who cannot make the agreed rescheduled time, will be treated as having forfeited the match.

- Jenny and Leesa will update the By Laws and circulate to the Executive Council for approval.

- Captains Meeting will be held on Tuesday 26 September. Hayleigh to check Football Club availability.

- Ron will ask Alice to look into securing a Saturday booking for the finals once the dates are known (entries need to be received first to know how long the league will run for)

AOB

- Ron stated that she had been approached with regards to a beach netball tournament. The tentative dates were two weeks before the HK sevens (16 & 17 March). It was felt that the dates may not be appealing to Ladies League players due to close proximity to the finals. Ron asked for a volunteer to liaise with respect to the tournament.