

**HKNA Executive Council Meeting
Minutes
Tuesday 17 November 2014
Olympic House**

Present:	Absent
Sherryn Hancock (SH) Lorraine Pak (LP) Jo Reed (JW) Emma Wall (EW) Shirley Yuen (SY) Karin Loorim (KL) Emma Gregory (EG)	Ellen Tong (ET) Lisa Twinley(LT) Lauren Zervos (LZ) Shafin Azim (SfA) Shammin Azim (SA)

ACTION ITEMS & OWNERS

#	Action Item	Owner	Due Date
1	Respond to members on issue raised regarding qualification for COO to sit on Executive Council	LY	31 December 2014
2	Advertise Admin Assistant Role	SH	COMPLETED
3	Follow up with LCSD on post padding.	LP	31 December 2014
4	Umpiring convener to look at recommended payment for umpires (to be updated in or removed from by laws).	EG	
5	Email to be sent to netball community on umpire badging (for teams to nominate individuals who are interested).	EG	COMPLETED
6	M&A update clause 26 to make provision for 13 Executive Council members (to be done at AGM)	LY	February 2015 (for review by Executive Council)
7 (Nov)	Lorraine to notify LCSD when new Admin Assistant starts	LP	
8 (Nov)	Asian Youth Championships <ul style="list-style-type: none"> - Special application to ASDF on funding before committing to the event - Call Sirus to give a heads up that we are thinking of doing this in 2016 	LP SH	
9 (Nov)	Identify other suitable sports management systems to consider three quotes	SH	
10 (Nov)	Respond to Ladies League complaint made re	SA	

	younger players.		
11 (Nov)	Reminder on Code of Conduct By Laws to Junior and Senior league	SA	
12 (Nov)	Follow up on badging emails with clubs who have not responded.	EG	
13 (Nov)	Review umpiring fixture for the second half of the season in 2015	EG	
14 (Nov)	Assess whether to retain the D badge for HK	EG	
15 (Nov)	Respond to National Squad player who withdrew from squad	JW	
16 (Nov)	Notify national squad of alternative escalation channel	JW/CW	
17 (Nov)	Sign and acknowledge review of HKNA Office Manual	All	

MINUTES OF MATTERS DISCUSSED

1. Presidents update - SH

- Admin assistant- First candidate stayed only one week before accepting another job offer. The second candidate did not start. Third candidate will start on 1 December and has a sport management background. It is hoped that with this background she will have a more vested interest to remain in the role.
- Venues remain an issue. Chairman of the rugby union, Brian Stevenson has expressed an interest to provide advice and guidance to the Association on various issues, including venues etc.
- Looking into IT sports management systems. System used by HKCC appears to be best in class. HKD28,000 upfront cost, HKD700 to maintain for next three years. Whilst there is nothing equivalent, Committee agreed to follow the procurement process (obtain 3 quotes).

Asian Youth Championships

- Pakistan has volunteered to host the Asian Youth Championships. Teams are reluctant to travel to Pakistan.
- Counter propose that HK will hold at the beginning of 2016 (as venues will not be available until then). Player age to be taken as of 2015, rather than 2016. A special application needs to be made to ASDF on funding.
- Need to locate a suitable venue. Potential Venue is Tsuen Kwan O which is an indoor tennis venue. May not be close to MTR but there are hotels nearby.

Accounts:

- Finances are in good shape.
- Thailand tour, under 21 expenses (Q1/15) to be planned as major expenses. There is HKD107 to spend before the 1st of March.
- Committee asked for suggestions on how to best utilize the budget. (umpires training etc.- e.g. 11k would be required for an introductory D/C badges camp.)

2. Umpiring Update- EG

- Umpiring Courses- Five courses run in total (covering over 100 attendees which is more than last year). All of the theory components of the courses have been completed. Two more practical sessions to go. There are still slots available on the last two courses. Now looking at potential course dates for 2015.
- Consideration to be given to offering a targeted badge course (theory, C and D) . Some clubs haven't responded to badging emails. Action item to follow up on badging emails.
- A lot of umpires don't have the confidence they need for ladies league. The junior league provides an excellent opportunity for new umpires to build confidence before umpiring senior games.
- EG would like to offer an umpiring course for ages 14- 19. HKCC will give facilities and Jenny Chadwick has offered support. Younger umpires will be able to solidify their skills in the junior league which is less intimidating.
- Some concerns have been raised about the umpiring fixture, as Div 3 teams were down to umpire Division 1 games. EG to look at the fixture for the second half of the season. In the interim, Jenny Chadwick and Ron Arnold have offered to help supervise division 1 & 2 games to assist with any issues encountered.
- Proposal to pay umpires twice yearly (December and April). This eases workload at the end of the season.
- Discussion on the Asian Umpiring Development framework. Layout is better. SH to ask for permission from Netball Australia to use umpiring development framework.
- Further discussion needed on whether to keep the D badge (which is not internationally recognized). Keeping the D badge may also encourage some umpires not to strive for C badges. Agreed to reassess whether to retain the D badge.

3. League update- SA

- Update re thefts from Wong Chuk Hang outdoor courts. Court 2 targeted. Police believe that a syndicate is targeting the venue (girls dressed in sports gear). Proposal to provide stripey bags to hold players belongings.
- Complaints received about young players (faking injuries, not being supervised). The by Laws require a supervisor to be present for players under 18 and it has been confirmed that this was complied with. Video footage of the game also indicates that the complainant team was told by the umpires to "calm down". SH and SA will discuss and respond to the complainant.
- There have been incidents unfortunately in the Youth League (under 13's division) of parents abusing the umpires, coaching from the sidelines and shouting. This is despite a

signed code of conduct for players, coaches, parents, umpires (which will be replaced by electronic signing). The involved schools have been informed and expressed appropriate condemnation of the behavior. Agreed action to remind junior and senior league of the by-laws and expectations on required standards of conduct.

4. National Squad Update

- Three players who did not follow the communicated process for National squad selection were not permitted to trial. None of these players asked for special consideration or cited special circumstances (and one of the players will not be in HK for a significant percentage of the training sessions). All of them received or should have received the communication either directly or via their club convener. Efforts were also made to individually contact them. This decision was made in fairness to girls who had submitted their applications in a timely manner and attended trials.
- There was discussion about one player who was permitted to remain in the squad after missing the trial due to sleeping in. Her case was distinguished as she had applied via the communicated process to be considered. Her attendance at trainings will be closely monitored.
- One player has withdrawn from the National squad over the incident citing her opinion that the best possible team has not been selected. This player did not have all of the relevant facts. JR will respond to the player.
- At this stage the coach is comfortable with the team as selected but should a need arise for particular positions, a further invitation to trial will be sent. The Committee agreed that the best possible team should be selected and that there is flexibility to reconsider adding additional players at any time. The selection rules provide considerable discretion in this regard.
- An alternative escalation channel will be provided to the National Squad players because the HKNA Executive Council National Squad representative (JW) is also the assistant coach.

5. Office Manager update

- Refer to the report submitted.

6. Technical Manager update

- Refer to the report submitted.

7. Tri Nations

- Chinese Taipei has accepted invitation. Sri Lanka and Malaysia have declined due to the South Asia games. Cook Islands have also declined due to the cost of flights. Canada is unable to attend due to lack of player availability.

8. **AOB**

- EW distributed the Office Manual and went through it.
- All Executive Council members need to sign acknowledgement of receipt and review.

Prepared by

Approved by

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