

# Ashburton Little Athletics Centre Inc



## 2018 Season Starter

First meeting for season 2018

When 18-02-2018 at 20:00

Location: Golfie, Golfie

Chairperson Shane Scott

Minute taker Dee Chapman

Present Jen Aberle , Dee Chapman , Rebecca Dempsey , Sonia Powell , Kylie Scott , Shane Scott

## Minutes

### 1. Previous Meeting Minutes and actions

agm reviewed. No actions outstanding from previous meeting.

## 2. Tidy HQ introduction and expectations

Brief overview of TidyHQ, will discuss one on one if needed. Shane to set a test task for each committee member to complete to ensure they are familiar with the system.

### Tasks

- ✓ test complete task  
Assignee: Jen Aberle  
Due date: 23-02-2018
- ✓ test complete task  
Assignee: Sharon Janssen  
Due date: 23-02-2018
- ✓ test complete task  
Assignee: Rebecca Dempsey  
Due date: 23-02-2018
- ✓ test complete task  
Assignee: Sonia Powell  
Due date: 23-02-2018
- ✓ test complete task  
Assignee: Dee Chapman  
Due date: 23-02-2018

## 3. Equipment Officer Position

Shane to take on position for time being as no nominations to fill role have come forward

### Decision

Shane to take on the role for now

## 4. Committee Position job clarification

All members good with current position descriptions. Sonia work load is busy during term 1&4. Shane and Kylie to help out role during those times.

LAWA/timing solutions do an online webinar for the resultshq timing solutions website for new season registration setup. Jen and Bec to sit in on presentation

### Tasks

- ✓ Shane to check with LAWA for registrars webinar date/time  
Assignee: Shane Scott  
Due date: 23-02-2018

## 5. Season 2018 details

See sub notes for 2018 season

### 5.1. Competition/training Day/time

Weekend days discussed. Sunday afternoon still is the only time on weekends that doesn't clash with other sports and seems to be the preferred time

#### Decision

Comp Sunday Afternoon @ 2pm. Training Wed @3-4pm

### 5.2. Season length and dates

Term 2 & 3 Sundays gives 16 Sundays.

Start date 6/5/18 to run to 16/9/18

Public holiday on 3/6/18 no comp. No comp during school holidays. Total of 15 competition rounds

Championship rounds last 3 - Windup after final comp

LAWA in discussion about a NW championships this year. Will be hosted by Karratha LAC this year. Date for event to be advised

#### Tasks

- Setup event list in resultshq  
Assignee: Shane Scott  
Due date: 04-05-2018

### 5.3. Registration Date

25th March rego date - line up with markets to have a stall

4wks prior to comp start shirt order to be filled

Regos will stay open throughout the season as they did last year

#### Decision

25th March rego date at markets

#### Tasks

- check with LAWA/timing solutions when rego can be started  
Assignee: Shane Scott  
Due date: 23-02-2018
- Book market stall for rego day  
Assignee: Rebecca Dempsey  
Due date: 25-03-2018

#### 5.4. Registration Costs

Costs for season:

LAWA \$50 per athlete (to be confirmed).

Line marking fees \$1827, oval hire \$117, Trophies \$1134

Previous season athletes with shirts do not have to purchase a new shirt - reduction to costs pass on to members

Sibling discount to apply.

#### Decision

\$150 per athlete with shirt. Reduction for athletes with shirts, sibling discount in line with previous season.

#### Tasks

- check with LAWA for association fees  
Assignee: Shane Scott  
Due date: 02-03-2018

#### 5.5. Competition program setup

previous season was 2 weekly program. Propose moving to 3 week program.

Investigate tiny tots - insurance main concern as it is not covered with current cover through our association. 3 & 4yo's would require additional coaches/parent helpers for comp days. Would run just for Sundays with no training requirements

#### Decision

3 program roster accepted.

#### Tasks

- Setup comp roster in results HQ  
Assignee: Kylie Scott  
Due date: 30-04-2018
- Tiny tots insurance investigation  
Assignee: Shane Scott  
Due date: 31-03-2018

#### 6. Parent roster - improvements

Setup roster selection at rego for parents.

Parents need to attend at training and comp. Same rules for athletes with no show parents as last year for no show parents on roster.

Sonia available to tick off names of athletes and parent roster at start of comp days.

#### Tasks

- Roster setup in resultshq  
Assignee: Shane Scott  
Due date: 23-03-2018

## 7. Grants

Maccas grant, Shire of Ashburton, and Holden all currently open.

Items for grant requests - Discus net, line marker boom sprayer. Jump pits renewed.

### Decision

Shane & Kylie to take on grants this term

## 8. Required Equipment for 2018 season

Discus net, boom sprayer. Throwing equipment to depend on numbers.

Branded shade tent.

Laptop & ipad.

Timing gates - long term

Timing start microphone.

Starting caps - check numbers

Trailer setup materials

### Tasks

Equipment Check  
Assignee: Shane Scott  
Due date: 10-04-2018

Get quotes for equipment  
Assignee: Shane Scott  
Due date: 16-03-2018

## 9. Sponsor letters

Change amounts to Plat: \$1500, Gold, \$1000, Silver \$750, Bronze \$500. Trailer sponsorship(advertising banner on trailer) \$250.

### Decision

Send letters out for sponsorship.

### Tasks

Send sponsorship letters  
Assignee: Kylie Scott  
Due date: 09-03-2018

## 10. Constitution Amendment - financial audits. Requires special general meeting

Agreed to vote on matter at next meeting

### Decision

Next meeting to be SGM and issue to be voted on then

### **11. PO Box for club**

Committee in favour of PO box for club

#### **Decision**

Club to inquire on availability and costs

#### **Tasks**

- Inquire at Post Office for PO box  
Assignee: Dee Chapman  
Due date: 15-03-2018

### **12. Trailer - club marking**

Look into magnets for marking rather than stickers.

Magnets for sponsors as they can be easily removed at the end of season.

Company in Para possibly able to supply - ironfox. Sonia will dig up details

#### **Decision**

### **13. General Business**

Letter box drops still good

Drive in nights - Shane on Drive in committee

Adults run club/athletics?

Karjini experience mountain bike ride help. Sonia to provide more info.

Next meeting: Mid March - date to be confirmed.

---

*End of minutes.*

*Summary of matters arising are tabled on the following page.*

# Minutes of 2018 Season Starter on 18-02-2018

## Summary of Matters Arising

### Decisions

Item Decision

3. Shane to take on the role for now

5.1 Comp Sunday Afternoon @ 2pm. Training Wed @3-4pm

5.3 25th march rego date at markets

5.4 \$150 per athlete with shirt. Reduction for athletes with shirts, sibling discount in line with previous season.

5.5 3 program roster accepted.

7. Shane & Kylie to take on grants this term

9. Send letters out for sponsorship.

10. Next meeting to be SGM and issue to be voted on then

11. Club to inquire on availability and costs

12.

## Tasks

Item	Task	Assigned to	Due date
2.	test complete task	Jen Aberle	23-02-2018
2.	test complete task	Sharon Janssen	23-02-2018
2.	test complete task	Rebecca Dempsey	23-02-2018
2.	test complete task	Sonia Powell	23-02-2018
2.	test complete task	Dee Chapman	23-02-2018
4.	Shane to check with LAWA for registrars webinar date/time	Shane Scott	23-02-2018
5.2	Setup event list in resultshq	Shane Scott	04-05-2018
5.3	check with LAWA/timing solutions when rego can be started	Shane Scott	23-02-2018
5.3	Book market stall for rego day	Rebecca Dempsey	25-03-2018
5.4	check with LAWA for assoation fees	Shane Scott	02-03-2018
5.5	Setup comp roster in results HQ	Kylie Scott	30-04-2018
5.5	Tiny tots insurance investigation	Shane Scott	31-03-2018
6.	Roster setup in resultshq	Shane Scott	23-03-2018
8.	Equipment Check	Shane Scott	10-04-2018
8.	Get quotes for equipment	Shane Scott	16-03-2018
9.	Send sponsorship letters	Kylie Scott	09-03-2018
11.	Inquire at Post Office for PO box <a href="#">PO_Box_application.pdf</a>	Dee Chapman	15-03-2018