

Centrals Juniors AFL Club Inc



Centrals Juniors AFL Club General Meeting

General Meeting

When 14-01-2018 at 03:00

Location: Trinity Beach Sports Club, 1 Nautilus St, Trinity Beach QLD 4879, Australia

Chairperson Centrals Juniors President

Minute taker Leanne Kear

Present Centrals Juniors President (President), Centrals Juniors Treasurer (Treasurer), Centrals Juniors Vice-President (Vice President)

Apologies Centrals Juniors Canteen

Minutes

1. Acceptance of Previous Minutes as true and correct

Arlarna Lee moved that the minutes of the AGM held on the 03.11.2017 be accepted as a true and accurate record. Troy Le Breton seconded this motion.

2. Issues arising from previous minutes

Nil

3. Inward and Outward Correspondence

Invoice from Signarama for sign on day signs - \$337.77

Invoice 17005 from AFL Cairns for \$447 dated 27/02/2017 ** Refer to general business

Invoice 17055 from AFL Cairns for \$479 dated 29/06/2017

AH has advised AFL Cairns of new generic email addresses to replace personal email addresses for Centrals Juniors committee contacts (eg centralsjuniors@outlook.com)

4. Presidents Report

AH welcomed all attendees and made general introductions. New committee members are as follows:

Andrew Hurst - President

Troy Le Breton - Vice President

Treasurer - Arlarna Lee

Registrar - Simone Disney

Merchandise - Nichole Baker

Apologies for this meeting:

Samantha McKinnon - Canteen

Jill Boltz - Admin/Communication

AH advised that the committee role of Secretary currently remains vacant so Leanne Kear is filling in today to take the minutes.

SIGN ON DAY

The main focus of discussion for today's meeting is Sign On Day which will be held on 11/02/2018 from 10am -1pm. This is a generic sign on day for all clubs in AFL Cairns Juniors.

Last year we set the tables out in a U shape and had the sign on (registration) first, followed by merchandise and lastly payment.

Players actually don't need to attend sign on day as all registrations are made on line through Sports TG and you can also pay on-line (bank transfer.)

3 laptops will be required for Sign On Day and phones/tablets with internet. We will also require a cashier and a merchandise stand.

As with previous years socks and shorts will be included in the registration fee.

Do the committee want to include the cost of a polo in the fee (ie add \$40 to the registration fee?)

NB advised that they currently only have about 80 polos in stock.

Committee agreed that the purchase of a polo would be optional for returning players but highly recommended for new players.

Registration fees were set in 2017 at \$160/pp (inclusive of socks and shorts) with a \$10 discount for siblings.

New players fees will be \$200 (inclusive of socks, shorts and polo.) Sibling discount will still apply.

AH advised that he will bring two laptops and SD advised she would bring one also.

GK advised that Gavin Holden previously arranged an Eftpos machine from Bendigo Bank. Jacquie from Bendigo operated the machine and took the Eftpos payments on previous Sign On days (and used it as an opportunity to market Bendigo Bank - who are both a sponsor of Centrals and AFL Cairns.)

TLB advised that he had arranged the permits with CRC and TMR to display corflute signage. AH advised that last year all of Centrals signage was removed from the roadsides by Council and not returned due to the club not having a permit to display these signs.

TLB advised that new signage had been ordered and showed a graphic of the signage. 10 signs have been ordered. Cost \$340.

NB asked if we could do a footy boot exchange. It was agreed that players would be invited to bring in their old footy boots for donation/ exchange.

AH asked if the committee want to run canteen or a BBQ.

LK advised that at past Sign On Days, some of the Colts arranged some activities such as Kick to Kick, marking and handball target practise for new potential players to "come and try AFL." Remember that some families come along to see what AFL is all about before signing their children up so it is a good opportunity to recruit new players, families and volunteers.

AH will ask SM whether she had any plans for canteen on Sign - On Day but a BBQ and canteen would probably not be required.

TIDY HQ

AH advised that Sports TG is the platform for registrations for AFL however it is limited when it comes to payment of registration fees. The on-line payments can be set up in Sports TG however it adds an administration fee which goes to Sports TG not the club.

AH presented Tidy HQ which is an on-line software package for not for profit organisations like Centrals Junior AFL Club.

AH has set up a Centrals Junior AFL Club account in TidyHQ which all of the committee can access using their Centrals email address as their user name. Password as per the email is Hotdogs_18 so we can all access the database.

AH demonstrated how to find your way around TidyHQ, how to generate invoices and record payments. The app also has the function to record minutes and distribute to all attendees etc.

AH advised that the committee positions have all been set up by role rather than individual so that the tasks assigned remain with the role and not the person in the event that a committee member may leave etc.

AH invited all committee members and all in attendance to log into TidyHQ and have a play to familiarise yourselves with the app.

Decision

AH moved that the committee use TidyHQ as the invoicing and administration platform for Centrals Junior AFL Club. AL seconded the motion and all in attendance agreed.

Tasks

- ✔ Contact Gavin Holden to arrange Eftpos Machine for SOD
Assignee: Centrals Juniors President
Due date: 10-02-2018
- ✔ Include invitation to past/returning players to donate their old footy boots to our footy boot exchange. Boots to be delivered to the clubrooms and available for swap.
Due date: 09-02-2018

5. Secretary Report

As the role of secretary currently remains vacant there is no report.

6. Treasurers Report

The current bank balance advice presented at the AGM held on 03/11/2017 is \$36,590.53.

AL advised that the AGM minutes issued were missing item 9 which was the handover of the signatories for the Club's bank account at Bank of Queensland. This has since been corrected however the signatories are yet to be changed over to AH and AL pending resolution of the AFL Cairns invoices.

The 2017 president and treasurer are investigating the AFL Cairns invoice no. 17005 for \$447 dated 27/02/2017 which a cheque was issued. They requested that Arlarna hold off on changing signatories until the payment has been confirmed.

AL mentioned that the previous treasurer had asked whether a laptop could be purchased by the club for use by the treasurer.

LK advised that there used to be a club laptop which all of the treasurer's files were kept however it was old the previous treasurer found it clunky.

AH said he was open to the idea of a club laptop if it would be beneficial.

TLB suggested that a tablet would be better (less cumbersome to carry around.)

7. Sub-Committee Reports - Canteen/Merchandise

No canteen report as Samantha is absent. Merchandise are ready for Sign-On Day as outlined in the President's Report.

BC is missing a box of Youth Girls Polo Shirts which may possibly be in the canteen.

8. General Business

NB raised the issue of the shipping container requiring replacement - issues with it leaking etc.

The fridge in the canteen also requires fixing. It is only 2 years old so it is possibly still under warranty.

BS advised she will be coaching the Youth Girl's U17.5 and has a coach for the U14s.

BS explained how the Youth Girl's were originally part of Women's club however were now part of the Juniors.

AH said the Youth Girl's are what the Juniors are all about and they are a big part of Centrals Juniors and are encouraged to be involved in all the events, training, social nights etc.

AH advised that game days this season are Mondays, Wednesdays, Fridays and Sundays (depending on which age group/comp.)

Training remains on Tuesdays and Thursdays from 5 to 6pm.

Decision

Tasks

- Contact John Newell regarding Canteen Fridge
Assignee: Centrals Juniors President
Due date: 31-01-2018

9. Next Meeting Date

Thursday 22nd February at 5pm.

End of minutes.

Summary of matters arising are tabled on the following page.

Minutes of Centrals Juniors AFL Club General Meeting on 14-01-2018

Summary of Matters Arising

Decisions

Item Decision

4. AH moved that the committee use TidyHQ as the invoicing and administration platform for Centrals Junior AFL Club. AL seconded the motion and all in attendance agreed.

8.

Tasks

| Item | Task | Assigned to | Due date |
|------|---|----------------------------|------------|
| 4. | Contact Gavin Holden to arrange Eftpos Machine for SOD | Centrals Juniors President | 10-02-2018 |
| 4. | Include invitation to past/returning players to donate their old footy boots to our footy boot exchange. Boots to be delivered to the clubrooms and available for swap. | | 09-02-2018 |
| 8. | Contact John Newell regarding Canteen Fridge | Centrals Juniors President | 31-01-2018 |