

Summary of Minutes of the Qld Management Committee Meeting

25 May 2016

Treasurers Report: Budget tracking well

Director of Coaches: As per attached - Moved Penny Kelly Seconded Louie Raiteri

Louie commented following his attendance at the Junior Development meeting in Albury that the coaches meetings at the Nationals were really constructive and that everyone worked well together, indicated that coaches would like fellow coaches to be behind the goal posts at each game more. Noted that Christine Franklin did a great job and also attended each meeting. Complemented all coaches on their work ethic.

Charlie commented following the Coaching Director's meeting of all states at Albury, that all of the other states have new Coaching Directors and Lee Kelly, PAA Director of Coaching is also new to the job. Other states have indicated that they are keen to come to Emerald for the level 1 coaching clinic in October. Noted the need to add a Sports Science presenter for this (TAFE Emerald).

Senior Selector's Report: As per attached. Moved: Bill Kerr seconded: Penny Kelly

Discussed the idea of removing players from Representative teams if they don't attend prior noted carnivals and practices. Determined that in future all required attendance dates will be noted on the nomination forms and that by nominating you automatically agree to attend lead up events such practice days and designated carnivals.

Junior Selector's Report: Verbal report moved by John Knights seconded Terry Kerr.

Only one fall-out from the Nationals selections, Lancaster/Rogan family are aggrieved and have moved from St George to Narrabri, NSW. Happy with the team's performance at Nationals. Finalise Cubbaroo junior development side by May 30. Charlie commented that the juniors lacked horse power at the Nationals.

Women's Committee Report: Report attached moved by Penny Kelly, seconded Terry Kerr.

Horse Welfare Report: Justin Hafey as attached seconded Bill Kerr.

Terry Kerr noted that Monto carnival was extremely hot so chukka numbers were reduced.

Youth Development: verbal report moved by James Bredhauer, seconded Louie Raiteri

Quilpie and Thargomindah junior coaching clinic well in play, Ben Hall coordinating this, Bill & Melissa Kerr to attend and help with coaching.

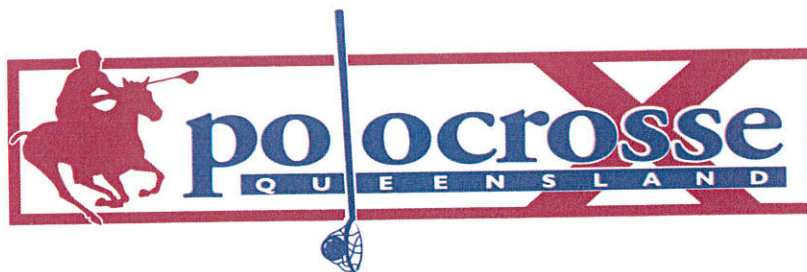
Discussed the planned 2017 junior development camp, determined to run two locations, Capella and Chinchilla (TBC). Suggested four days from noon Thursday 6 April till noon Sun 9 April 2017. James to draft a budget and liaise with the ASHS, pony clubs etc. The \$35 trial player fee may be utilised in this instance.

Administrators Report: As attached. Moved by Gillian Meppem-Mott seconded Penny Kelly

Director of Umpiring: Paul McGrath report tabled and attached seconded Bill Kerr

Transfers inter club will be assessed on a case by case basis but there will be a penalty ie they will play as pool players for two to three carnivals as determined by the State Director of Umpiring, the QPA does not want to allow or encourage "club hopping".

Discussion regarding the three strikes trial rule and the importance of enforcing this for the year to ensure we can honestly say we tried it.



Paul was asked his opinion relating to amending the QPA Constitution so that the State Director of Umpiring position becomes a two year term. Paul agreed that this made more sense than a single year.

PAA AGM discussed rule changes, once the PAA minutes are available disseminate to all clubs. Discussed the misuse of the referee at the Nationals.

Cattle Report: Minutes tabled from the last Cattle Committee meeting.

The Management Committee agreed to the display of an Honour Board recognising outstanding contribution to the QPA cattle enterprise in the QPA office. Gillian to liaise to ensure this occurs.

Correspondence list: as attached, items requiring attention in the agenda. Endorsed Terry Kerr seconded Justin Hafey.

General Business:

Umpiring:

- Terry Kerr commented regarding enforcing the three strikes and you're out rule (letter to Paul McGrath in correspondence). Noted the need for Zone Umpires to keep an eye on repeat offenders, look at possibly noting this on the score sheets. Noted that Wayne Austin needs some support in this issue, Paul McGrath hoped that Stew Neal would be able attend the Townsville carnival to reinforce and support the message to umpires in the Far North Zone. Noted that the Far North game play is getting a little out of hand and that a cultural adjustment is needed. Noted that a refresher meeting with umpires is required and that the QPA needs to get some outside umpires up North.

Strategic plan:

- Planning meeting to be held Wednesday night prior to the MC meeting Thursday 1 September at Wandoan.
- MC performance appraisals: four board members to be appraised independently, Charlie will approach Eric Beresford to do this as an independent.
- Corporate Governance Directors and Officer Information session at QSport June 8. Justin, James, Charlie & Louie to attend.

QPA Constitution-ongoing review:

- MC indemnity; copies of the Directors and Officers insurance distributed and signed Codes of Conduct.
- MC Minutes; discussed the QPA constitutional direction that minutes are to be distributed to all members noting that it is important that the minutes reflect an open and frank discussion and that were minutes to be distributed verbatim this may not always occur.

Motion: That a summary of the Management Committee minutes should be distributed to all members following each meeting.

Moved: James Bredhauer

Seconded: Terry Kerr

- Reply all emails; it was agreed that a majority vote, rather than unanimous, applies to decisions made when utilising "reply all emails".
- Size of the MC; discussed the Qld. Department of Sport and Recreation's recommendation to decrease the size of SSO boards. Justin suggested that making the QPA MC smaller would



mean more work for a few resulting in a need to pay members to sit on the MC. Discussed the idea of having external committees reporting into the MC but noted that this often results in a lack of accountability. Suggested that the MC may reduce to seven, revisit this closer to the AGM.

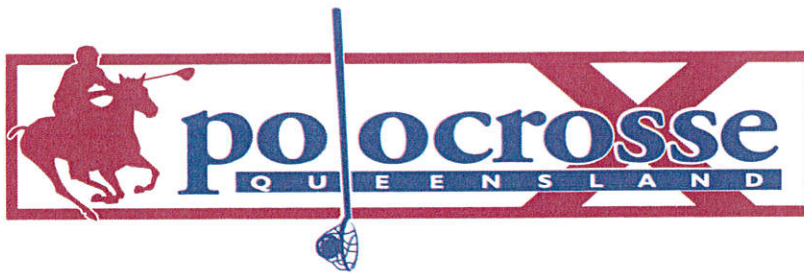
- Also discussed altering the Constitution so that the State Director of Umpiring was included on the MC. The MC determined to leave things as they are but ensure an invitation is issued to the State Director of Umpiring for reporting at each MC meeting.
- Two year term for State Director of Umpiring; support to make this change in the constitution. Motion to be submitted to the next the AGM.

Nationals update:

- Noted that the umpiring was well below standard which cost Qld games, complaints were lodged but no satisfactory outcome was received. Justin's comments: \$100 fee for complaint unnecessary, complaints should be heard straight away not a week later as there was plenty of experience on the grounds. Disputes/Appeals Committee should meet every evening of play. QPA to write a letter recommending this to the PAA. Decisions made were not uniform and penalties inconsistent.
- Seventh player in the interchange rule not enforced correctly. Noted that the NUC was disbanded at the PAA AGM. Qld to put recommendations to the PAA on how the new NUC or similar should be configured and operated – discussed later in the agenda.
- Albury to be congratulated on the job they did, a thank you letter has been sent to the AHPC President. Justin noted the contribution from people such as Peter McGrath and Ian Burns, which was above and beyond the call of duty.
- There were four unclean stables to deal with, and damage to a Colourbond fence. Charlie to speak with Cal Moore relating to the fence, no account yet received from the AHPC.
- Gillian to send an email to all Nationals Managers and Coaches to endeavour to arrange a meeting where feedback can be discussed together, suggested following play at Toowoomba or Taroom carnivals.

Recommendations from the coach and managers reports received thus far:

- Call for EOI now for the 2018 Nationals so that squads may be formed in each division well before and teams encouraged and developed in the lead up carnivals, extend this EOI to coaches as well.
- Keep a register of who has coached and managed which teams in past years so that a more informed decision can be made on appointments.
- Established and clear guidelines for selectors are required, relating to whose role it is to interact with coaches and how much input, if any, they have into the selection process.
- Problem with players not arriving till the last minute, players must be in attendance for the practice days. Must also have the correct uniforms and gear. In future this should be noted on the nominations form so players know that they are required to be in attendance at certain events and that if they are not they may be removed from the team. Gillian to draft a pro form nomination form and work with Penny to approve.



Selectors at Nationals: Bill began a discussion regarding increasing the number of senior selectors and thereby having three dedicated to each division ie U21, Open and Masters (nine selectors in total). This would also enable members to play and be a selector e.g. an open male player could select U21 men. Discussed the importance of having a good succession plan for selectors, Charlie reiterated that is up to the QPA MC to encourage the most appropriate members to put their names forward for the position. Selectors were unhappy with a decision being made at the Nationals without their input regarding the replacement of Kemp Carson. MC determined that when a decision needs to be made quickly it is okay for the President and State Team Manager to make a "captains call". Going forward who can make this captains call in the event of an emergency needs to be determined before the occasion. It was acknowledged that it would have been polite to inform those Senior Selectors that were there present at the Nationals before an announcement was made.

Further comments from the **coach and managers reports:**

- U21 player Tori Sherriff was identified as an unsuitable representative player, how do we deal with this? MC determined to send Tori a letter noting the MC's disappointment with her behaviour which was below expected standards during Barastoc and the 2016 Nationals.
- An issue involving Junior Boy player, Tom Sutton was highlighted in reports from Libby Wells and Russell Davison. After discussion it was determined that Justin would speak with his parents.

Christine Franklin's contribution to the Nationals and the QPA in general was noted and a thank you gift will be arranged. Suggestion of etched champagne flutes, Gillian to arrange.

Cubbaroo Junior Development team:

- Team to be named by 30 May, QPA to send a manager/coach. Player funding to be the same as Muswellbrook ie \$200 plus shirts. John Knights kindly volunteered to support the shirts. Second shirts to be paid for by the players.

Invitation to take a junior team to the Perth Royal Show 2016:

- QPA agreed to send a team with a coach/manager, noted that Kim Bowman has a wedding on the weekend before. Planned to play the Perth Show and a carnival post or prior. Gillian to liaise with Polocrosse WA to determine which would be best. QPA to pay for player's flights and supply a player shirt, Justin to work on finding a sponsor once the team is named.

Juniors and intermediates heading to South Africa

- Five players to be given an amount of \$750 each. William Taylor (junior) Beth Hafey, Ryle Waugh, Byron Davison and Zac O'Leary (intermediates). Initially the PAA were contributing more to this, unfortunately this funding has been down-graded. Justin noted the PAA directive that if the players raise funds it must be distributed between all team members. After discussion the MC determined that QPA funds would be directed to the families of players.

2017 draft calendar



Send out to all clubs once the following are added:

- Albury Junior Classic date April, NSW yet to set this.
- 2017 Youth Development Camps first week of April holidays dependent on the above.
- 2017 Junior & Intermediate trials. (Two weeks after the State Champs venue TBC)

Cooper Cup 2017

- Noted the need to enhance this competition and give it more support so that it remains a showcase event for polocrosse and the need to hold it early in the season to accommodate New Zealand players. Venue - discussed the pros and cons of hosting it in the North. Justin to discuss hosting with Cunningham, Bill Kerr agreed provisionally. Qld players will be required to supply horses and then the club supply four spare horses. Division to be Open Mixed. QPA to supply the NZ team a bus. Justin to sort a sponsor for the trophies and shirts. Gillian to liaise with NZ Polocrosse.

NUC recommendations to the PAA:

- Paul's recommendation that the States are able to nominate state representatives on to the NUC. Paul recommended Stewart Neal for Qld. Noted that the Australian Director of Umpiring is an appointed position.
- That the State Director of Umpiring be heavily involved in the allocation of umpires to the Nationals draw and be involved in the post-game discussion each night so that if an umpire is not up to the job they are not allocated to certain games.
- Charlie, Paul, Stewart and Justin to sit down and write a "wish list" of recommendations to go to the PAA.

Marketing Committee:

- Justin sorting sponsors for Cubbaroo and Perth. Justin to meet with Scott Keogh re: Perth Juniors

PAA AGM review:

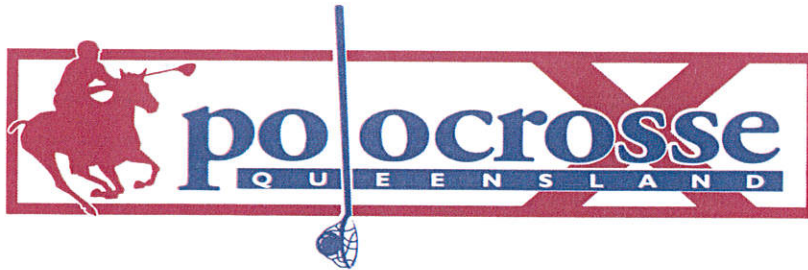
- Disseminate minutes to all MC when they come in.
- Noted that there is a \$35 trial fee that Queensland have been previously unaware of. Only for new players, three practices only, no carnivals. Gillian to let all clubs know this and establish with Christine how it will work on the database.
- Player's fees raised by \$2 in 2017.
- Determined to send \$100 to NSW Polocrosse to go toward the cost of the meeting room at Rydges Hotel for the Saturday morning prior to the PAA AGM. Gillian to liaise with Mel Kellie on this.

Level 1 Coaching Clinic in Emerald – funding:

- Discussed Kim's draft budget. Determined the QPA to pay for all day meals, course fees and course presenters. Source one trainer to do the sports science (Emerald TAFE) and Penny and Charlie to do the rest. Conference room hire free. Participants to pay for travel, evening meal and accommodation. Budget around \$4,000.
- Also need to set a date for similar in Toowoomba.

Junior & Intermediate Selection Trial:

17-18 September, Charlie to confirm venue with Wandoan.



Women's State Representation Uniform:

Motion: That the QPA State Representation Women's Uniform be altered so that the current tan shoes are replaced by black, matte court shoes, as suitable tan shoes are too difficult to acquire.

Moved Penny Kelly

Seconded Louie Raiteri.

Women's Carnival

Tansey to run a ladies and junior carnival in 2016, all juniors to nominate as pool players, teams to be determined by the Tansey committee.

Women's Carnival – QPA propose to run a women's competition each year (as opposed to every second non Nationals year) as per the women's committee report. In the off nationals year, the competition will follow the traditional format utilized in the past, where teams are picked by the State Selectors and teams grading will be kept similar for each grade of competition, if women attend the host club carnival, it is NOT compulsory for them to participate in the women's competition. In the Nationals year competition, the competition format will be modified slightly. The composition of the teams will be determined by feedback from the women's committee delegates. The women's committee will be responsible for picking the teams. Any women attending the host club carnival will be required to compete in the women's competition (ie it is compulsory if you attend the carnival). It is important that when the women do their nominations, if they are going to play a young horse they use the green horse tick box in the nomination process. The Nationals year competition will only occur IF the women support the competition, otherwise the QPA women's competition will revert to the traditional off nationals year competition.

State Championships Wandoan 2016

Adult team nomination to remain at \$30 for each team

2016 MC Meeting Dates

Wednesday 20 July, Toowoomba

Evening of Wednesday 31 August Strategic Planning Meeting, Thursday 1 September MC before State Championships Wandoan

Saturday 15 October Toowoomba

Friday 9 December prior to the AGM Rockhampton

QLD Polocrosse Association
Profit & Loss [Budget V Actuals]

October 2015 To April 2016

	Actuals	Budgeted	\$ Difference
Income			
Registration Income			
Player Registration	\$255,369.61	\$243,500.00	\$11,869.61
Club Affiliation Fees	\$22,363.45	\$22,000.00	\$363.45
Grant Income	\$47,590.91	\$47,600.00	(\$9.09)
Magic Stone/Cattle			
Stock Income	\$66,321.86	\$63,000.00	\$3,321.86
MS Rental Income	\$9,201.00	\$8,700.00	\$501.00
MS Optus Tower	\$8,315.73	\$8,315.00	\$0.73
MS Other & Interest	\$124.68	\$1,918.00	(\$1,793.32)
Promotion			
Advertising	\$361.83	\$362.00	(\$0.17)
Calendar Sales	\$390.90	\$320.00	\$70.90
Merchandise Sales	\$2,004.59	\$4,244.00	(\$2,239.41)
Representative Teams			
Sponsorship	\$7,999.98	\$8,000.00	(\$0.02)
Events			
AGM Dinner	\$1,636.36	\$1,634.00	\$2.36
Russell St			
Office Rent	\$7,418.61	\$8,216.00	(\$797.39)
Other Income			
Dividends/Rebates	\$493.92	\$0.00	\$493.92
Total Income	\$429,593.43	\$417,809.00	\$11,784.43
Cost Of Sales			
Registration Expenses			
PAA Insurance	\$96,778.73	\$87,560.00	\$9,218.73
PAA Player Levy	\$64,256.00	\$64,300.00	(\$44.00)
PAA Club Levy	\$2,752.00	\$2,750.00	\$2.00
Family Discount	\$2,072.26	\$1,600.00	\$472.26
PAA Levy	\$10,120.00	\$10,000.00	\$120.00
Magic Stone Expenses			
MS Livestock & Fodder	\$120.00	\$0.00	\$120.00
MS Property Repairs	\$10,762.43	\$11,240.00	(\$477.57)
MS Rental Costs	\$703.00	\$632.00	\$71.00
MS Insurance	\$427.00	\$430.00	(\$3.00)
MS Rates	\$627.00	\$700.00	(\$73.00)
MS Interest	\$372.19	\$375.00	(\$2.81)
Cattle Sale Costs	\$1,672.20	\$1,850.00	(\$177.80)
Promotional Expenses			
Merchandise	\$2,489.64	\$3,100.00	(\$610.36)
Newsletter Expenses	\$8,495.05	\$8,530.00	(\$34.95)
Calendar Expenses	\$727.27	\$730.00	(\$2.73)
Coaching Expenses			
Junior Development	\$5,518.52	\$3,750.00	\$1,768.52
Senior Development	\$184.78	\$150.00	\$34.78
Coaching Other Expenses	\$196.27	\$3,200.00	(\$3,003.73)
Umpiring Expenses			
Chief Umpire Expenses	\$1,719.73	\$1,550.00	\$169.73
Umpire Development	\$11,259.81	\$9,100.00	\$2,159.81
Umpire Equipment	\$400.00	\$1,000.00	(\$600.00)

Representative Teams			
Barastoc	\$0.00	\$3,000.00	(\$3,000.00)
Muswellbrook	\$1,636.38	\$2,000.00	(\$363.62)
National Titles	\$24,915.72	\$50,000.00	(\$25,084.28)
Other Competitions	\$4,485.06	\$5,000.00	(\$514.94)
Player Uniforms	\$10,104.00	\$4,400.00	\$5,704.00
Event Expenses			
Club Titles Expenses	\$1,000.00	\$1,000.00	\$0.00
AGM Expenses	\$7,771.36	\$6,400.00	\$1,371.36
Trophies	\$699.98	\$600.00	\$99.98
Gala Ball	(\$4,090.91)	(\$4,000.00)	(\$90.91)
Russell St Expenses			
Office Insurance	\$2,572.73	\$2,600.00	(\$27.27)
Office Rates	\$4,653.97	\$4,850.00	(\$196.03)
Office Repairs & Maintenance	\$10,170.00	\$14,000.00	(\$3,830.00)
Office Rental Expenses	\$180.18	\$120.00	\$60.18
Total Cost Of Sales	\$285,752.35	\$302,517.00	(\$16,764.65)
Gross Profit	\$143,841.08	\$115,292.00	\$28,549.08
Expenses			
Administration Expenses			
Accounting/Bookkeeping Fees	\$4,532.68	\$4,770.00	(\$237.32)
Advertising & Marketing	\$706.82	\$400.00	\$306.82
Bank Fees	\$1.20	\$0.00	\$1.20
Computer Expenses	\$1,614.89	\$390.00	\$1,224.89
Donations & Gifts	\$90.86	\$0.00	\$90.86
Office Cleaning	\$786.38	\$780.00	\$6.38
Electricity	\$685.70	\$800.00	(\$114.30)
Legal Fees	\$630.00	\$630.00	\$0.00
Office Repairs & Maintenance	\$4,349.32	\$715.00	\$3,634.32
Postage	\$454.83	\$407.00	\$47.83
Stationery	\$1,284.17	\$1,330.00	(\$45.83)
Registrations & Subscriptions	\$344.82	\$300.00	\$44.82
Telephone & Internet	\$4,123.20	\$4,840.00	(\$716.80)
Storage Rental	\$425.91	\$840.00	(\$414.09)
Other Expense	\$0.00	\$2,000.00	(\$2,000.00)
Total Administration Expenses	\$20,030.78	\$18,202.00	\$1,828.78
Management Committee			
MC Travel & Accomodation	\$10,371.08	\$11,580.00	(\$1,208.92)
Meeting Expenses	\$548.08	\$440.00	\$108.08
Other Meeting Expenses	\$454.55	\$500.00	(\$45.45)
Payroll Expenses			
Wages & Salaries Expenses	\$37,718.75	\$37,500.00	\$218.75
Staff Travel & Accomodation	\$1,652.37	\$1,380.00	\$272.37
Staff Training Expenses	\$45.45	\$0.00	\$45.45
Superannuation - Employees	\$3,562.50	\$3,325.00	\$237.50
Other Employee Expenses	\$307.50	\$300.00	\$7.50
Total Payroll Expenses	\$43,286.57	\$42,505.00	\$781.57
Total Expenses	\$74,691.06	\$73,227.00	\$1,464.06
Net Profit/(Loss)	\$69,150.02	\$42,065.00	\$27,085.02