

# Byford Bushrangers Inc.



## JUNE COMMITTEE MEETING

When Tue, 06 Jun 2017 at 3:00 AM  
Location: Bill Hicks Reserve. Byford, Bill Hicks Reserve. Byford  
Chairperson Marcus Gianatti  
Minute taker Ramone Glasgow  
Present Mark Belstead , Ramone Glasgow , Hayley Tilbrook  
Apologies Andrew Bonnard

## Minutes

### 1. **Presidents Update and Mesages**

Present. RG MG GW MB HT PB SP CG PF

Apologies. DB KW NP MS AB

MG thanked outgoing committe.

Previous minutes passed-CG 2nd-PB

MG had meeting with Marlene at Shire. Need to relocate 18/19 season. Few options where to go. Nothing in letter from CEO stating we will have the grounds after oval upgrade. Need to provide Shire with 5yr plan to show our club is growing and provide documentation. Whitby sporting precinct could be ready in 5yrs. Strategic Plan is a must.

Meeting nights have now changed to 1st Wednesday of the month at BDCC (Byford Districts Country Club) @6.30pm

Committee needs to work together as we are the face of the club

## **2. Meeting Protocol and procedures**

MG wants committee to work as a team and everyone contribute.

Complete tasks given. If you can't, contact MG.

Read minutes prior to the meeting.

Agenda items need to be submitted to RG 1 week prior to meetings.

Set times for agenda items.

RG to do minutes within 3 days of meeting

## **3. Roles and responsibilities of committee members**

Have a look at your role. Is there things there that need to be added or removed?

Discuss roles at next meeting.

## **4. Vacant Positions**

Canteen- Advertise on fb/email seeking a volunteer co-ordination for a month. If no-one volunteers then we will need to look in to food van options.

Baseball Delegates needed if we want to progress

Fundraising-Michelle Gianatti to do it and liaise with Casey.

Publicity Officer- RG and MB forwarded KW as interested parties for this position.

Honorary member. Vote Geoff Watson in.

### **Decision**

Vote Geoff Watson in as Honorary Member. Passed PB. Seconded SP

## **5. Correspondence in/out**

DSR- \$3,000 funding from Labor election promise

Good Sports Level 3

Social Media Workshop 14th June @Frye Park

Veranda Sausage Sizzle- 22nd July. Need volunteers

Drink fountain been purchased by the Shire. Use for all community.

## **6. TidyHQ**

MG raised concerns about the email system. Hard to track. No privacy/confidentiality. Not everyone has access.

MG to work with MB about email settings.

MG asked MB to train committee on TidyHQ.

Contact for committee members so we all have everyone's details. MB to arrange it.

### **Decision**

MB to show committee how to navigate TidyHQ

## **7. Constitution**

GW to add new requirements to Constitution so committee can have a look and add suggestions.

RG to upload suggested changes once received.

## **8. Bylaws**

Bylaws need a big overhaul.

MG says Bylaws are like the bible of the club. We need to abide by them. Committee to read them and suggest changes.

RG to upload changes once received.

## **9. SWOT and club goals/target**

Set goals where we want the club to be in 3 years.

What are our Strengths/Weaknesses/Opportunities/Threats.

MG had all present members contribute. He will present analysis once he has written it up.

## **10. Publicity (ALL aspects)**

Need a generic flyer to hand out at school development, sausage sizzles, registration days etc.

Advertise on fab whilst we are at a school for Teeball development. Speak with MG before posting.

MG to ask Shire for building application to put signs throughout Shire.

SP suggested Coates hire trailer advertising for a weekend to promote club and regos.

RG to email Laundromat in Armadale for advertising

## **11. Upcoming Events**

Quiz Night 24th June

Veranda snag sizzle 22nd July

PW needs helpers for set up at 1pm, Saturday 24th. HT,PF, Bindi, RG, MG offered assistance

MB and RG offered help on the night.

Mundijong Fair August 12th

## **12. WWCC**

GW went to a TBAWA meeting and discussed how we should be sighting and storing WWCC on our database.

26th July, Wednesday 8pm is presidents meeting @Tbawa

## **13. Treasurer(Petty cash and purchase amounts)**

MB would like \$50 for petty cash.

All purchases need to be pre approved at meetings.

## **14. Printer & Wifi**

Did ask to purchase a small printer and wifi dongle.

BDCC has wifi. Also need to ask them if we can print small amounts for nothing or perhaps a small fee.

## **15. Eftpos Machine**

Casey to send info to MB about the Square eftpos that can be downloaded on your phone.

Little bit pricey.

PF suggested we purchase the eftpos machine from Westpac as the outright cost is low and it doesn't charge as much as the square to your bank.

## **16. Registration Day**

At present the SJ Liveliighter Fair is the only registration day booked in.

Saturday 12th August

## **17. Registration Form**

Rego form needs a few tweaks. Any suggestions we will discuss at next meeting. KW to also have a look and bring suggested changes to next meeting.

**18. Equipment Stocktake**

SP asked to do a stocktake and ask for helpers.

We need to get a true and accurate record for insurance and auditing.

Scheduled for Sunday 18th June @12.30pm

**19. Kwinana/Baseball**

Kwinana would like to join forces with Bushrangers to get baseball up and running.

GW to discuss with Sarah. Need to lock in a meeting with them. MG, GW and RG interested.

Advertise for a baseball Delegate on fb.

**20. General Business**

MG thanked committee

Meeting closed at 9.39pm

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*End of minutes.*

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

# Minutes of JUNE COMMITTEE MEETING on Tue, 06 Jun 2017

## Summary of Matters Arising

### Decisions

Item    Decision

4.      Vote Geoff Watson in as Honorary Member. Passed PB. Seconded SP

6.      MB to show committee how to navigate TidyHQ