

Byford Bushrangers Inc.



Committee Meeting

| | |
|--------------|--|
| When | Thu, 21 Sep 2017 at 2:30 AM |
| Location: | Byford & Districts Country Club, 88 Linton Street North, Byford, Western Australia, Byford WA 6122, Australia |
| Chairperson | Marcus Gianatti |
| Minute taker | Mark Belstead |
| Present | Mark Belstead , Kylie Branch , Phil Branch , Marcus Gianatti , Michelle Gianatti , Casey Girdlestone , Shane Patulny , Hayley Tilbrook , Geoff Watson , Kellie White |
| Apologies | Ramone Glasgow , Nicole Patulny , Donna Smalpage |

Minutes

1. Meeting open

6:34pm

2. Welcome-Present & Apologies

Welcome to Sandra from Kwinana. No baseball from there end. Possibility of some training, but they have not heard anything. 10 kids interested in baseball. They could possibly send them to Byford. To liaise with Ramone.

U13 - Kwinana has 1 team, Byford has 3 at this stage. Possible Kwinana travel to Byford each week, otherwise alternate travel? No over 13!

Kwinana Jnr = 4-7, Int = 8-10

Apologies MS, RG, NP

Tasks

- ✓ Liase with Kwinana about a possible Baseball Team
Assignee: Ramone Glasgow
Due date: Wed, 04 Oct 2017

3. Previous minutes presented

Moved KW, second GW

4. Business arising

- * RE: Kwinana, see above. Talks about invinteing Kwinana for rotation in u10 to break up seasons more.
- * Image suggestions for shirts. Not confident on decision without NP. Find out if we can order and return to add for printing later? Wait and see what we can do.
- * pine log gate still coming
- * insurance increased to \$25,000 for now, have further discussion to possibly increase. MG, GW & MB to go through
- * function of committee between meetings. Reply all too confusing, all reply to one person. CG suggested WhatsApp for group conversations. Everyone look in to it. Until then, just single reply email and one person collect information.
- * meetings have been crazy but we want to get back to structure and bring things to meetings for decisions.
- * PB needs a letter for pizza vouchers. Whatever we need. Chicken treat and 7-eleven vouchers coming. MG will organise letters.

Tasks

- ✓ Find out if shirts can be ordered but image added later
Assignee: Nicole Patulny
Due date: Wed, 04 Oct 2017
- ✓ Discuss if value of equipment needs to be adjusted (MG, MB, GW)
Assignee: Mark Belstead
Due date: Wed, 04 Oct 2017
- ✓ Download WhatsApp for feedback at next meeting (All committee)
Assignee: Casey Girdlestone
Due date: Wed, 04 Oct 2017
- ✓ Provide PB with letter for Pizza vouchers
Assignee: Marcus Gianatti
Due date: Fri, 22 Sep 2017

5. Correspondence In and Out

* pitch hit and run. Perth heat with local primary schools. Letter from Mitch, MG tweaked and BWA will run and promote our club. RG started handing out letters to school. GW concerned about only interest in baseball. Kids may be directed to baseball clubs instead of us. Majority agreed to continue.

* KW has 2 letters:

1. Noah Parker would like to play down (from u13). Doesn't feel he would cope with ADHD in u13. Committee agrees as per by laws, as it is not a physical disability and as there are other players with same condition in age group that Noah to stay in U13.

2. Joshua Sheppard is 8, has mild CP requested to play down with sister. Committee agrees formal documentation of the diagnosis and abilities required before it can be approved. MG will also assess.

3. AnneMarie Goedecke requested for Brodie to be placed in Marcus team if coaching u10. - Marcus is coaching U13

* MG had email from SJ crier. Has provided details of numbers, role with etc. KW notified that 2 players did not give permission to display photos, will need to be verified.

Decision

Continue with Pitch Hit & Run. Letters to be handed to schools.

Tasks

- ☒ Hand out letters for Pitch Hit to schools
Assignee: Ramone Glasgow
Due date: Wed, 04 Oct 2017
- ☒ Contact Joshua Sheppards family regarding diagnosis assessment
Assignee: Kellie White
Due date: Wed, 04 Oct 2017
- ☒ Verify no photos for SJ Crier contain players without photo permission (MG/KW)
Assignee: Marcus Gianatti
Due date: Wed, 04 Oct 2017
- ☒ Advise Noah Parker's family that he will need to stay in current age group
Assignee: Kellie White
Due date: Wed, 04 Oct 2017

6. Purchase TV

From last meeting. Quote \$633 for 42" to with stand. To display sponsorship on grounds. Stand about \$200 on wheels. Space in storeroom could be an issue. MG still investigating old canteen. 7 for. Motion passed to purchase TV.

Decision

Motion to purchase TV with stand - Passed

Tasks

- ☒ Purchase TV and Stand
Assignee: Marcus Gianatti
Due date: Wed, 04 Oct 2017

7. Disco

MichG. Advised hall has been booked. Requires CoC. MB advised to MichG to contact RG. Bond will look need to pay. Hourly fee will be halved. Booked in 1st Dec (Friday night). Costs will be confirmed next meeting. Lollies, drinks, chips, etc. Players and siblings or friends.

Tasks

- ✓ Provide Michelle a copy of current CoC
Assignee: Ramone Glasgow
Due date: Wed, 04 Oct 2017

8. Sponsorship

MG proposed sponsorship ideas:

- * \$600 for team shirts. Has people waiting.
- * \$250 diamond sponsor. We provide sign, then we name diamond that sponsor
- * \$150 renew team sponsor for one season.
- * \$1000 State team
- * \$50 TV/Website/Facebook
- * Equipment sponsor? Wish list.

MB to update brochure to be attached to letters.

Decision

All sponsorship ideas good. Everyone start working out a "Wish List"

Tasks

- ✓ Update brochure for Sponsorship and provide to MG
Assignee: Mark Belstead
Due date: Wed, 04 Oct 2017

9. Debit Card

MB to discuss with bank about applying Debit Card. Motion passed unanimously.

Decision

Motion to open new bank account with Bendigo Bank for Debit Card access. 2 signatories being Geoff Watson and Mark Belstead.

Tasks

- ✓ Attend Bendigo Bank to discuss new bank account and debit card
Assignee: Mark Belstead
Due date: Wed, 04 Oct 2017

10. Promotion of Bushrangers

We want target of 180 players. We've lost 70. What can we do?

* KW to provide details of lost players then share between committee to find out where they have gone.

* KW to follow up with RG about Facebook messages

* CG organised with OSH for a hit. Take kit and brochures. Need assistance. KW to print forms nad flyers.

Tasks

- ✓ Provide committee with contact information for non-returning players. Everyone to contact.
Assignee: Kellie White
Due date: Fri, 22 Sep 2017
- ✓ Follow up Facebook registration enquiries
Assignee: Kellie White
Due date: Mon, 25 Sep 2017
- ✓ Print more flyers and forms
Assignee: Kellie White
Due date: Tue, 19 Sep 2017
- ✓ Organise Kit for OSH
Assignee: Shane Patulny
Due date: Tue, 19 Sep 2017

11. Strategic Plan update

* Need to book time to get finished.

* we want to maintain and increase by 20%. So far we are short. Ideas, strategies, KPIs?

GW: optimistic to say only lose 10%, normally more. 20% more realistic.

CG: Byford growing, should be different.

KW: to go through retention from previous years

MG: self review & reflect throughout year. Strategy of calendar of events etc. promote better in community and schools. Any more ideas

GW: booked in for after school, RG is booked at Byford Primary

KB: use school FB pages

CG: local papers

MG: interschool carnivals. Use our FB better, etc

KW: I want to use FB better, just not sure how. I've looked at other pages and want to copy ideas, want to share sponsor posts etc.

PB: we need to communicate with sponsors better. Visit them, invite to games, etc.

MG: more promotion, attract and retain volunteers.

CG: thank you for volunteers at end of season?

MB: like a windup?

MG, MB, GW, RG? 6pm next Thursday

Tasks

- ✓ Meeting to finalise Strategic Plan, next Thursday 6pm (MG, MB, GW, RG)
Assignee: Marcus Gianatti
Due date: Thu, 28 Sep 2017

12. Have a go Day and Coles

MG: thank you to everyone for your effort. It was a really good day. Feedback from coles was good. Made \$540.

+ good promotion & publicity, everyone worked well together, good feedback from public, diamonds good, eftpos good.

- More signs with council. Another eftpos, hard day for old people with Geoff, Not enough returning players. Not enough glove options. Not sure how many who came. Not enough promoting on FB. Possible earlier time? 10am to 2pm recommended. Put community together, baseball other end.

GW maybe got our own batting cage by then.

More will be on TidyHQ.

13. First game planning

First game is 14th Oct.

* gear needs to be handed out. Ask coach when too.

* shirts need to be handed out. Ask coach when too

* invite coaches to next meeting, first 30 mins.

PB invite sponsor to give out shirts? Not this season.

Tasks

- ☒ Arrange kits for all teams
Assignee: Shane Patulny
Due date: Fri, 29 Sep 2017
- ☒ Invite coaches to next meeting. Find out availability to collect gear/shirts
Assignee: Phil Branch
Due date: Wed, 04 Oct 2017
- ☒ Arrange shirts for all teams
Assignee: Nicole Patulny
Due date: Fri, 29 Sep 2017

14. Working with children health check

Chief coach and Umpire to ensure everyone up to date. MG to store Copies in the President folder.

15. Coach and umpires meeting

See above with first game discussion.

16. Canteen

CG: had one interest, no luck.

KW: I have an ad for canteen officer, didn't post it last time. Will forward to MG to approve before reposting

Tasks

- ✓ Send Facebook post to MG for approval then post.
Assignee: Kellie White
Due date: Fri, 29 Sep 2017

17. First aid

Every kit should have first aid kit. They need more ice packs in bags.

MG: it should be up to the coach to ensure they have enough. We need to relay all medical info to coaches.

Tasks

- ✓ Ensure sufficient first aid equipment in kits
Assignee: Shane Patulny
Due date: Fri, 29 Sep 2017

18. Other business

- * MB to invoice Lynsey Lester for not returning 2 shirts from last season.
- * MB to apply for BDCC and Grill'd for local matters.
- * MG to investigate empty aquital for DSR grant
- * anyone who wants to put their hand up for newsletter. Would need to chase up regularly. KB will arrange.
- * last minute rego chase up:
 - MB to organise link to download form.
 - CB promote that fees not due until 2nd game
 - committee to contact by Monday
 - post of FB to let members know team size still being finalised
 - KW expressed concerns on numbers of U6 in Serpentine.
- * KW when do we want the photo day? First wk of Feb (3rd)
 - 14th Oct to 16th Dec
 - 3rd Feb to 10th March
 - 17th windup - RG tentivly book Rec Centre
 - State long weekend general bye
- * CG: baseball cards 18th Nov
- * Andrew and Denny have both resigned as General Committee members. Motion for Kylie Branch and Michelle Gianatti as fundriaing sub-committee, Bianca as General Committee

Decision

Season dates confirmed.

Tasks

- ✓ Invoice Lynsey Lester for not returning shirts last season
Assignee: Mark Belstead
Due date: Wed, 04 Oct 2017
- ✓ Apply for Local Matters with BDCC
Assignee: Mark Belstead
Due date: Wed, 04 Oct 2017
- ✓ Investigate acquittal for DSR grant
Assignee: Marcus Gianatti
Due date: Wed, 04 Oct 2017
- ✓ Start arranging regular newsletters
Assignee: Kylie Branch
Due date: Wed, 04 Oct 2017
- ✓ Organise quick link for registration form
Assignee: Mark Belstead
Due date: Fri, 22 Sep 2017
- ✓ Tentatively book Rec Center for Windup on 17th March
Assignee: Ramone Glasgow
Due date: Wed, 04 Oct 2017
- ✓ Post on Facebook that numbers are just being finalised and team lists will be available soon
Assignee: Kellie White
Due date: Fri, 22 Sep 2017

19. Next meeting

11th October, start with Umpire/coach meeting for 30 mins.

20. Meeting Closed

9:12pm

End of minutes.

Summary of matters arising are tabled on the following page.

Minutes of Committee Meeting on Thu, 21 Sep 2017

Summary of Matters Arising

Decisions

Item Decision

5. Continue with Pitch Hit & Run. Letters to be handed to schools.
6. Motion to purchase TV with stand - Passed
8. All sponsorship ideas good. Everyone start working out a "Wish List"
9. Motion to open new bank account with Bendigo Bank for Debit Card access. 2 signatories being Geoff Watson and Mark Belstead.
18. Season dates confirmed.

Tasks

| Item | Task | Assigned to | Due date |
|------|--|-------------------|------------------|
| 2. | Liase with Kwinana about a possible Baseball Team | Ramone Glasgow | Wed, 04 Oct 2017 |
| 4. | Find out if shirts can be ordered but image added later | Nicole Patulny | Wed, 04 Oct 2017 |
| 4. | Discuss if value of equipment needs to be adjusted (MG, MB, GW) | Mark Belstead | Wed, 04 Oct 2017 |
| 4. | Download WhatsApp for feedback at next meeting (All committee) | Casey Girdlestone | Wed, 04 Oct 2017 |
| 4. | Provide PB with letter for Pizza vouchers | Marcus Gianatti | Fri, 22 Sep 2017 |
| 5. | Hand out letters for Pitch Hit to schools | Ramone Glasgow | Wed, 04 Oct 2017 |
| 5. | Contact Joshua Sheppards family regarding diagnosis assessment | Kellie White | Wed, 04 Oct 2017 |
| 5. | Verify no photos for SJ Crier contain players without photo permission (MG/KW) | Marcus Gianatti | Wed, 04 Oct 2017 |
| 5. | Advise Noah Parker's family that he will need to stay in current age group | Kellie White | Wed, 04 Oct 2017 |
| 6. | Purchase TV and Stand | Marcus Gianatti | Wed, 04 Oct 2017 |
| 7. | Provide Michelle a copy of current CoC | Ramone Glasgow | Wed, 04 Oct 2017 |
| 8. | Update brochure for Sponsorship and provide to MG | Mark Belstead | Wed, 04 Oct 2017 |
| 9. | Attend Bendigo Bank to discuss new bank account and debit card | Mark Belstead | Wed, 04 Oct 2017 |

| Item | Task | Assigned to | Due date |
|------|--|-----------------|------------------|
| 10. | Provide committee with contact information for non-returning players. Everyone to contact. | Kellie White | Fri, 22 Sep 2017 |
| 10. | Follow up Facebook registration enquiries | Kellie White | Mon, 25 Sep 2017 |
| 10. | Print more flyers and forms | Kellie White | Tue, 19 Sep 2017 |
| 10. | Organise Kit for OSH | Shane Patulny | Tue, 19 Sep 2017 |
| 11. | Meeting to finalise Strategic Plan, next Thursday 6pm (MG, MB, GW, RG) | Marcus Gianatti | Thu, 28 Sep 2017 |
| 13. | Arrange kits for all teams | Shane Patulny | Fri, 29 Sep 2017 |
| 13. | Invite coaches to next meeting. Find out availability to collect gear/shirts | Phil Branch | Wed, 04 Oct 2017 |
| 13. | Arrange shirts for all teams | Nicole Patulny | Fri, 29 Sep 2017 |
| 16. | Send Facebook post to MG for approval then post. | Kellie White | Fri, 29 Sep 2017 |
| 17. | Ensure sufficient first aid equipment in kits | Shane Patulny | Fri, 29 Sep 2017 |
| 18. | Invoice Lynsey Lester for not returning shirts last season | Mark Belstead | Wed, 04 Oct 2017 |
| 18. | Apply for Local Matters with BDCC | Mark Belstead | Wed, 04 Oct 2017 |
| 18. | Investigate acquittal for DSR grant | Marcus Gianatti | Wed, 04 Oct 2017 |
| 18. | Start arranging regular newsletters | Kylie Branch | Wed, 04 Oct 2017 |
| 18. | Organise quick link for registration form | Mark Belstead | Fri, 22 Sep 2017 |
| 18. | Tentively book Rec Center for Windup on 17th March | Ramone Glasgow | Wed, 04 Oct 2017 |
| 18. | Post on Facebook that numbers are just being finalised and team lists will be available soon | Kellie White | Fri, 22 Sep 2017 |