



WLA Board Committee

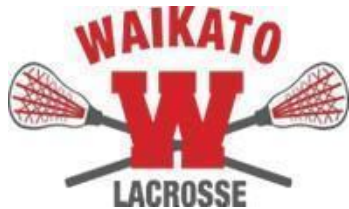
Monthly Meeting AGENDA

Date:	Thursday, 16 November 2023
Start Time:	6:30 PM (NZDT)
Location:	Te Awamutu Sports Club 420 Albert Park Drive, Te Awamutu 3800

Attendees:	Will Ormsby (Chairman) Tash Singh (WLA Operations Executive) Leon Green (President) Maree Hill (Treasurer) Jules Rettkowicz (Secretary) Will Chisholm Penny Cox Carolyne Nicholson Michael Smith
Apologies:	

Action Point / Item / Topic		
Committee Administration:		Responsibility
1	Confirmation of attendance and apologies	All Committee
2	Operating Executive & League Coordinator update: <ul style="list-style-type: none"> Credit card for WLA purchases 	Tash Singh
3	Confirmation of previous minutes:	All Committee
4	Treasurer report and items for approval/discussion: <ul style="list-style-type: none"> Confirmation of Coaches reimbursement Procedure on handling of overseas payments 	Maree Hill
5	Received Correspondence: N/A	All Committee
Actions from Previous Meeting		
6	Quotes for cost of medals	Operations Executive
7	Audit and review of financials	Treasurer
8	Additional gear kit to be created from current WLA stock	All Committee
9	Clarification of roles and responsibilities for: <ul style="list-style-type: none"> Coaches Managers players 	Operations Executive
10	New board members to organise transfer of emails & access to WLA Google email and drives <ul style="list-style-type: none"> Joelene to handover to Maree Leon to organise accounts, emails Moshe to organise google drive 	All Committee
	Signatories for bank accounts to be updated:	Maree Hill

11	<ul style="list-style-type: none"> • 5 bank accounts • 1 account with 2 approvers • Minute every purchase • IRD to be provided the names of the: Chair, Treasurer, Secretary • Maree Hill, Carolyn Nicholson, Will Ormsby to be added as signatories • Removing Joelene Mayall, Michael Smith, Moshe Malal 	
12	<p>Scanning/upload of financial paperwork:</p> <ul style="list-style-type: none"> • on a drive/cloud to eliminate possibility of being lost/destroyed - in progress 	Joelene Maree Julie R
13	<p>Waikato Open U15 Boys Tournament -</p> <ul style="list-style-type: none"> • To be confirmed with Will C whether this is an exhibition game 	Maree Hill Jules R
14	Grant options	Leon G
Items for Discussion		
15	<p>Friends of WLA:</p> <ul style="list-style-type: none"> • Tasks, format, communication, sign-up 	All committee
16	<p>WLA representatives to NZL:</p> <ul style="list-style-type: none"> • Meeting to be set with Moshe Malal and Aksel Bech to discuss points of concern arising from recent communications from New Zealand Lacrosse. 	
17	<p>Monthly review of constitution/policies/bylaws:</p> <ul style="list-style-type: none"> • Review constitution (attached) • Decide which policy to review next 	
18	<p>Setting up an operational committee:</p> <ul style="list-style-type: none"> • Roles required 	
19	<p>Friendly manager:</p> <ul style="list-style-type: none"> • How do we get better usage 	
20	Field markings	
Actions to be Taken		
21	Nil	
Any other business		
22	<p>Next Meeting:</p> <ul style="list-style-type: none"> • Thursday, 21 December 2023 @ 6:30 PM (NZDT) at venue to be determined 	



WLA Board Committee

Monthly Meeting Minutes

Date:	Thursday, 16 November 2023
Start Time:	6:43 PM (NZDT) Closed 10.30 PM
Location:	Te Awamutu Sports Club 420 Albert Park Drive, Te Awamutu 3800

Attendees:	Will Ormsby (Chairman) Tash Singh (WLA Operations Executive) Leon Green (President) Maree Hill (Treasurer) Jules Rettkowicz (Secretary) Will Chisholm - left at 9.30 PM Penny Cox Carolyn Nicholson Michael Smith
Apologies:	Aksel Bech Moshe Malal

Action Point / Item / Topic																	
Committee Administration:	Responsibility																
1	Confirmation of attendance and apologies	All Committee															
2	Confirmation of previous minutes - MH & CN Any new conflicts of interest - nil	All Committee															
3	Operating Executive & League Coordinator update: <ul style="list-style-type: none"> Keep communications via manager to ensure the coach is focus on the sport, disciplinary issues are left with manager Credit card for WLA purchases 	Tash Singh															
4	Treasurer report and items for approval/discussion: <ul style="list-style-type: none"> Finance reports - Move MH, WO Treasurer's report - non payment credit check by WO Will be moved and seconded by email during the week Confirmation of Coaches reimbursement Procedure on handling of overseas payments - WISE Card to be set up by LG, New rates 1 January 2024: moved by LG/CN 	Maree Hill															
	<table border="1"> <tr> <td></td> <td>WLA Rep min. 4 trainings, max 8-12 + trials</td> <td>NZ Tournament</td> </tr> <tr> <td>Head Coach</td> <td>300.00</td> <td>200</td> </tr> <tr> <td>Co-coach</td> <td>200.00</td> <td>100</td> </tr> <tr> <td>Assistant Coach</td> <td>100.00</td> <td>50</td> </tr> <tr> <td>Manager</td> <td>gift</td> <td>gift</td> </tr> </table>		WLA Rep min. 4 trainings, max 8-12 + trials	NZ Tournament	Head Coach	300.00	200	Co-coach	200.00	100	Assistant Coach	100.00	50	Manager	gift	gift	
	WLA Rep min. 4 trainings, max 8-12 + trials	NZ Tournament															
Head Coach	300.00	200															
Co-coach	200.00	100															
Assistant Coach	100.00	50															
Manager	gift	gift															
	<ul style="list-style-type: none"> Wise Card - WC/WO actioned by Leon Green Payments to be made - moved WO/PC Tash to confirm 38 or 40 deposits to be paid 																

5	Received Correspondence: N/A	All Committee
Actions from Previous Meeting		
6	Quotes for cost of medals - see operation report	Operations Executive
7	Audit and review of financials - see report, completed	Treasurer
8	Additional gear kit to be created from current WLA stock - completed	All Committee
9	Clarification of roles and responsibilities for: <ul style="list-style-type: none"> • Coaches • Managers • players <p>- <i>To be reviewed at next December meeting</i></p>	Operations Executive
10	New board members to organise transfer of emails & access to WLA Google email and drives <ul style="list-style-type: none"> • Joelene to handover to Maree - completed • Leon to organise accounts, emails - in progress • Moshe to organise google drive - in progress 	All Committee
11	Signatories for bank accounts to be updated - completed <ul style="list-style-type: none"> • 5 bank accounts • 1 account with 2 approvers • Minute every purchase • IRD to be provided the names of the: Chair, Treasurer, Secretary • Maree Hill, Carolyn Nicholson, Will Ormsby to be added as signatories • Removing Joelene Mayall, Michael Smith, Moshe Malal 	Maree Hill
12	Scanning/upload of financial paperwork - in progress <ul style="list-style-type: none"> • on a drive/cloud to eliminate possibility of being lost/destroyed - in progress 	Joelene Maree Julie R
13	Waikato Open U15 Boys Tournament - WC to advise <ul style="list-style-type: none"> • To be confirmed with Will C whether this is an exhibition game 	Maree Hill Jules R
14	Grant options to be looked into by LG	Leon G
Items for Discussion		
15	Friends of WLA: <ul style="list-style-type: none"> • Tasks, format, communication, sign-up • Use friendly manager to sign up friends of WLA 	All committee
16	WLA representatives to NZL: <ul style="list-style-type: none"> • Meeting to be set with Moshe Malal and Aksel Bech to discuss points of concern arising from recent communications from New Zealand Lacrosse. • Tuesday 21 November 6.30pm Te Awamutu Sports Club/online to be confirmed 	All committee
17	Monthly review of constitution/policies/bylaws: <ul style="list-style-type: none"> • Review constitution (attached) • Concussion policy refer to Sport NZ 	

18	<p>Setting up an operational committee:</p> <ul style="list-style-type: none"> • Roles required: • Equipment manager • League co-ordinator - high school and club • Health and Safety co-ordinator • Social media co-ordinator 	
19	<p>Friendly manager:</p> <ul style="list-style-type: none"> • How do we get better usage 	
20	<p>Field markings:</p> <ul style="list-style-type: none"> • Council error 	
Actions to be Taken		
21	<p>Old goals to be offered up for sale to clubs:</p> <ul style="list-style-type: none"> • Confirm it is 'as is, where is' condition • 5 day silent auction • \$100/goal • Pick up within 3-5 days 	Operations Manager
Any other business		
22	<p>Next Meeting:</p> <ul style="list-style-type: none"> • Thursday, 21 December 2023 @ 6:30 PM (NZDT) at Te Awamutu Sports Club 	