

Waikato Lacrosse Association – Pre-meeting: Operations
Meeting Friday 15 September 2022, 6.30 pm
VENUE : Waikato District Council Tamahere offices & by Zoom

1. Operations positions/reports:
 - a) Leon Green (LG) -Friendly Manager onboarding
 - b) Kathie Harris (KH) – equipment (women's side)

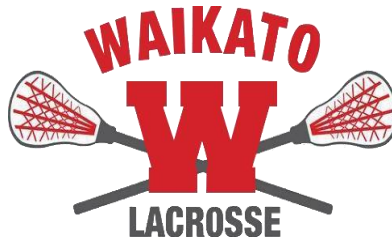
AGENDA

Waikato Lacrosse Association – Executive Committee Meeting (WEC)
Meeting Friday 15 September 2022, 7.00 pm
VENUE : Waikato District Council Tamahere offices & Zoom

1. Attendance Register & Apologies
2. Vox Pop (*Clubs and Players can raise any WLA matter WEC -5min allocated speaking rights at discretion of Chairperson*)
3. Confirmation of Minutes & Resolutions By Email
 - WEC Meeting 19 August 2022
 - Special WEC Meeting 29 August 2022
4. Correspondence IN
 - a) Sport Waikato update newsletter
 - b) NZL re AGM including Agenda and 2021 Minutes
 - c) NZL re call for volunteers for Secondary School Nationals
 - d) CHS (multiple) re: semis/finals draw for High School League

Correspondence OUT

- e) AB to NZL re: NZL AGM
 - f) AB to WLA members re: Friendly Manager and opportunities for sponsorship
 - g) AB to WLA Members, confirming delegates and FB posts regarding matters to be raised at AGM (Incl. constitution audit to review change and proposed life members nominees) and seeking new WEC and WOC members to stand
 - h) Budget approvals for U15's to Nationals (X) and U15's to Perth
5. Matters Arising from previous minutes
 - a) Recruitment of positions – Josh
 - b) Consumption of alcohol : update -matter for members or at AGM?
6. President's update – Michael Smith



7. Chairperson's update- Aksel Bech

a) Future storage and pitch opportunities: both opportunities to be put to members at AGM for discussion and their input

b) I have received the draft Audit report for the year ending 31 May 2022, now being reviewed and should be available in time for the AGM. Massive "thank you" to Joelean -this still included a half year under past WEC, half year under current WEC so remain "reconstructive" in nature; will again be a qualified opinion due to that but the Auditor verbally noted the significant improvement in processes and controls implemented by current WEC. Suggestion that we need to get a little Xero-expert help in moving to Friendly Manager regarding coding and structure of accounts.

c) No matters from members for AGM yet received; members are being contacted for delegate detail confirmation. FB posts encouraging engagement for AGM have been made.

d) Draft Agenda for AGM

8. Other Board Member's update –

- a) Moshe Malal
- b) Joshua Muller

9. Treasurer's update & Financial Report– Joelean Mayall

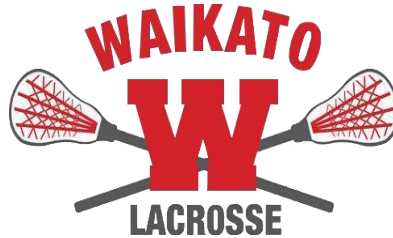
10. League and Rep's programme update -Moshe Malal

11. Approval of League Co-ordinators and Budgets

12. School league -exemption protocols to facilitate participation (Debbie Scott email)

13. IN COMMITTEE – WEC only (*If any*)

Next Meetings - **WLA AGM Thursday 29 September (TBC) 2022**
 - **WLA first meet of new WEC 20 October 2022**



MINUTES – 15 September 2022
Tamahere Council Offices & via Zoom

6:50pm – Operations Meeting

Present: Michael Smith (MS), Moshe Malal (MM), Aksel Bech (AB), Kathie Harris (KH via Zoom), Joelean Mayall (JM), Leon Green (LG), Joshua Muller (Josh), Cliff Brown

- a) Kathie Harris -no major update
- b) Leon -now on-boarded to Friendly Manager CRM player/comp management system; getting policies and minutes moved across. Need to add ability for parents to register details for under-18's.

7:00pm – Executive Committee Meeting

Present: Michael Smith (MS), Moshe Malal (MM), Aksel Bech (AB), Joelean Mayall (JM), Joshua Muller (Josh until 7:10pm), Cliff Brown (until 9pm), Leon Green (LG)

Apologies: none received

1. Vox Pop -no engagement.

2. Confirmation of Minutes & Resolutions By Email

Prior Minutes not yet circulated (19 August and 29 August 2022). AB to complete.

3. Matters Arising

From 29 August 2022 meeting, noting U15 trip to Perth approved, Mark Freemon reimbursement and purchase of 4 long poles (to be repaid out of training fees) also approved.

MM noted he only declared potential conflict on first item so felt excluded from the discussion (and decision) on the other two items. AB acknowledged this to be fair complaint and offered apology; no intention to exclude but rather it was expeditious to deal with those matters at the time.

4. Correspondence IN

- a) Sport Waikato update newsletter
- b) NZL re AGM including Agenda and 2021 Minutes
- c) Multiple CHS re: semi/finals draw for High School League (from coach and two parents of players)

- d) Audit report and Management letter for FYE 31 May 2022
- e) Email from Chris Wynne (CW) re: on-field officials dealing with a foul against another player for a “big hit” & what standards for this is/should be in lacrosse as a safety issue.

Correspondence OUT

- f) AB to NZL re: NZL AGM
- g) AB to WLA Members re: sponsorship opportunities on Friendly Manager
- h) AB to WLA Members confirming delegates and contact details for AGM. Call for AGM agenda items, informing of desired Constitution change (Auditor to Reviewer), proposal of two Life Members (William Chisholm and Dean Forman), and seeking nominations for new WEC
- i) Budget approval for U15 to Nationals and U15 to Perth.
- j) Josh updated on recruitment. Eric Messick interest in U18's, William Chisholm in Men's Club League, Georgia Clarkin-Rush Woman's Club League. Still to advertise Intermediate League Co-ord (action asap). Fee agreed for 12 week programme at \$400 per team (no medals) or \$480 per team (with medals). Co-ord reimbursement to reflect 3 parts: set-up; run league; and season reflections/learnings. Rep team fee \$500 proposed, \$150 U18 training fee. To be finalised with budgets -and consider in GST needs to be added depending on timing.

5. Matters Arising

- a) On 4c above, learnings: a) WLA to approve draws (and changes to) rather than leave as delegation to league co-ordinator; b) changes after league commences would need consensus across all/near all teams (current situation only had one team insisting on change); c) have separate co-ordinators for boys/girls; d) better support for officials at game time
- b) On 4d -noted and accepted. Management controls missing were primarily for period before present committee started -and are now in place.
- c) 4e -not reported to WLA at the time; Josh reflected on description of incident and felt official dealt with it appropriately. Will contact CW directly and discuss further, including governing rules for contact in boys code. One issue to watch is given large age and size range in league (due to low numbers) - need to ensure is safe for all, otherwise may have to abandon open league.
- d) Only one conversation re: sponsorship underway -committee members to refer interest to Leon if any received.

6. President's update – Michael Smith

Circulated separately. Alcohol issue adequately dealt with in player contracts; not necessary to raise at AGM. MM to publish to our FaceBook page.

7. Chairperson's update- Aksel Bech

- a)) Future storage and pitch opportunities: no progress to report. Will be discussed at AGM to check sentiment of members. For new WEC.
- b) JM presented audited Accounts to 31 May 2021 with Management letter.
Moved to accept MM, seconded Josh. Passed.
- c) Recommendation from Auditor that we engage Accountant for some hours to assist in setting up coding to match between Friendly Manager and Xero and also sort out balances in Xero so we start clean. Also to advise on GST registration. Can't be the same person as Auditor/Reviewer -but should be

Xero expert. **Move to approve JM to get suitable Accountant input, seconded JM. Passed.**

c) No matters received from members for AGM. Delegate names and updated contacts slowly coming in -but lots of gaps.

8. Other Board Member's update – Moshe Malal & Joshua Muller

a) MM -Rep team has requested improved First Aid kit for Nationals and Perth. Discussed and happy for manager to purchase up to maximum of \$150 -kit to be returned after tournament for general WLA use. Proposed JM, seconded MM. Passed.

b) MM- New WEC to review Rep uniforms on hand -mismatching and inappropriate sizings.

c) Josh- U15 Boys Nationals cancelled as Auckland unable to field a team (WLA has 2 teams ready to compete). Disappointed that the skills training sessions also cancelled -will do a local tournament so boys get a game in.

9. Treasurer's update & Financial Report– Joelean Mayall

JM circulated her report. **Propose accepted AB, seconded MS -APPROVED (Note payments passed as listed).**

10. League and Rep Programme update -MM

a) Report on off-side rule for next High School season.

b) development plan for officials urgent -dropping standards, lack of numbers and no development path for assessors. Urges new WEC to prioritise.

11. Approval of League Co-ordinators and Budgets

a) for teams with co-coaches, reimbursement for expenses not to exceed \$300 per each.

b) Agree to forward to Manager for Perth travelling team \$900 for food expenses; WLA will attempt to recover if actual expenses greater than total funds collected from players but will accept loss to maximum of \$150. **Moved MM, seconded JM. Passed.**

Accommodation (less deposit already paid) \$2,454.80

Van Hire \$2,576

Breakfast \$806.40

Lunch \$1,632.96

Dinner \$2,096.64

Incidentals \$280

Fuel \$150

TOTAL \$9996.80

12. NZSSS and School league (from Debbie Scott enquiry)

a) query NZSSS re: dispensations for playing for other schools where own school has no team.

Meeting closed 9:20pm

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