



**WLA Board Committee**

Monthly Meeting Agenda | Minutes

<b>Date:</b>	Tuesday 13 August 2024
<b>Start and close time;</b>	7:46pm open; 11:20pm close
	Google link;

<b>Attendees:</b>	Will Ormsby (Chairman) Tash Featherstone (WLA Operations Executive) Maree Hill (Treasurer) Leon Green (President) Penny Cox Jules Rettkowicz (Secretary) Will Chisholm Paula Harvey
<b>Apologies:</b>	Michael Smith Carolyn Nicholson

Action Point / Item / Topic		
Committee Administration:		Responsibility
1	Confirmation of attendance and apologies	
2	Confirmation of previous minutes Moved by: MH Seconded by: LG	All Committee
3	<p>Intermediate League</p> <ul style="list-style-type: none"> <li>Confirming requirement for umpiring</li> </ul> <p><i>Happy with plan as was managed last year 2 refs on field and 1 or 2 senior referees</i></p> <ul style="list-style-type: none"> <li>Last years fee was \$300 per team, includes \$100/team was to cover NZL affiliation fee</li> </ul> <p><i>WLA is negotiating with NZL on fee payment Difficult for smaller intermediates to pay</i></p> <ul style="list-style-type: none"> <li>Gloves, helmets for intermediates boys to get them used to playing in PPE</li> </ul> <p><i>funding has been requested Games at 1,2, 3 and 4pm Gear will be provided by WLA and share For any that want to buy a helmet, they can buy one from Hast lax in AKL For boys that are interested they can buy their own gloves</i></p> <ul style="list-style-type: none"> <li>Season</li> </ul>	Paula Harvey

	<p><i>start date is first Saturday 19 October of T4 with final game on 7 December</i></p> <ul style="list-style-type: none"> <li>Line marking</li> </ul> <p><i>Improved for the high school Keep the fields in the same setting as last year</i></p> <p>Checking</p> <p><i>Manage by umpires Pre-season umpire/coach refresher session perhaps in the morning just for the intermediates Eric could run sessions, under Paula's guidance</i></p>	
4	<p>WLA Operations report:</p> <p>NZSS Tournament</p> <ul style="list-style-type: none"> <li>NZL</li> <li>First aider for weekend \$1350 from Equimed</li> <li>10 girls teams and 5 boys teams, no boys teams coming from AKL</li> <li>New signs for no go zones</li> <li>Will email network for any EMTs</li> <li>All spectators should be opposite the benchside</li> <li><i>All in agreement to drop boys to \$550 to cover the two days</i></li> </ul> <p>Accounts</p> <ul style="list-style-type: none"> <li>Kelly from Bailey Ingham accounts</li> </ul> <p>U18s</p> <ul style="list-style-type: none"> <li>Boys \$350 team</li> <li>Girls \$750 team</li> </ul> <p>Rep team</p> <p>Travelling well</p> <p>MOVED: MH SECONDED: JRETT</p>	Tash Featherstone
5	<p>A Treasurer's Report August 2024</p> <ul style="list-style-type: none"> <li>Attached Xero Account transactions and bank balances for July 2024</li> <li>Accounts to be passed for payment Xero \$81.65 (automatic payment) Tash Singh \$1000 fortnightly (automatic payment) Storage King \$67.90 (Changes to \$200 from Sept 2024 AP to be set up) D2 Trust \$300 (Duplicate Payment of C Scott WLA Rep Invoice 1003) HeartSaver \$343.85 (Test AED Report)</li> <li>Transfer of \$59.30 between Suffix 01 to Suffix 00 (D Scott reimbursement for volunteer Lunches for WLA Girls U18/15 Rep</li> </ul>	Maree Hill

	<p>was paid out of the incorrect WLA Bank Account)</p> <ul style="list-style-type: none"> <li>● Move: LG                      Seconded : PC</li> <li>● Current Fees due Spreadsheet of Outstanding Invoices attached.</li> <li>● 2023/2024 Financials L Green still to sign off February 2024 Minutes and email back. Letter/Information for Helen Yates, attached in email to be discussed by the Board. Accountant cost for 2022/2023 = \$3289.00 Auditor cost for 2022/2023 = \$4025.00</li> </ul> <p><i>Go for the preparing of accounts, not audit</i></p> <p>High School League 2024</p> <ul style="list-style-type: none"> <li>● The following has been invoiced out to the High Schools:</li> <li>● Boys Budget: Umpires \$900 Admin \$500 Medals \$180 5 teams = \$316.00 per team</li> <li>● Girls Prem/A Grade Budget; Umpires \$2925 Admin \$1000 Medals \$360 10 teams = \$430 per Team</li> <li>● Girls B Grade: Umpires \$1350 Admin \$700 Medals \$180 7 teams = \$320 per team</li> <li>● We have then invoiced the NZ Affiliation Fee at \$15 per Player per School as per Friendly Manager at the time of invoicing. boys = 82 Players Girls Prem/A Grade = 234 Players Girls B Grade = 72 Players Total 388 High School Players @ \$15 = \$5820.00 Invoiced.</li> <li>● <a href="#">Outstanding fees</a></li> <li>● <a href="#">WLA Bank Summary</a></li> <li>● <a href="#">WLA Profit and Loss</a></li> <li>● <a href="#">WLA Balance Sheet</a></li> </ul> <p>I move that treasurer's report be accepted and accounts passed for payment</p> <p>MOVED: MH SECONDED:WO</p>	
6	<ul style="list-style-type: none"> <li>● Orbit travel Hamilton payment of \$31644.80 U15 airfares and minivan balance payable less deposit</li> </ul>	Maree Hill
7	<ul style="list-style-type: none"> <li>● NZ team selection policy and WLA referee organisation</li> <li>● <i>This is a matter for NZL and should be referred to them</i></li> <li>● <i>World Lax referee course, LG and WO are due to attend</i></li> </ul>	Will O
8	Received Correspondence:	All Committee

	<ul style="list-style-type: none"> <li>Letter to NZL re: fees</li> <li>Operations Manager update</li> <li><i>Bill Hollins has resigned effective immediately</i></li> <li><i>Complaint from Waikato Dio</i></li> <li><i>Will O to respond to complaint</i></li> </ul>	
<b>Actions from Previous Meeting</b>		
9	<p>New board members to organise transfer of emails &amp; access to WLA Google email and drives</p> <ul style="list-style-type: none"> <li>Leon to organise accounts, emails - in progress</li> <li>Moshe to organise google drive - in progress</li> </ul>	All Committee
<b>Items for Discussion</b>		
10	<p>Monthly review of constitution/policies/bylaws:</p> <ul style="list-style-type: none"> <li>Updated H &amp; S and Complaints</li> <li><i>To be reviewed by board</i></li> </ul>	Penny C
11	<p>Setting up an operational committee:</p> <ul style="list-style-type: none"> <li>Roles required along with a JD:</li> <li>Equipment manager</li> <li>League coordinator - high school and club</li> <li>Health and Safety coordinator</li> <li>Social media coordinator</li> </ul>	Tash F
12	<p>Friends of WLA to be formulated:</p> <ul style="list-style-type: none"> <li>Alaistar to help with operations</li> <li>Kerry and her crew are Matamata will be assisting</li> </ul>	All committee
<b>Actions to be Taken</b>		
13	<p>Lacrosse app:</p> <ul style="list-style-type: none"> <li>With Penny and the Pareora School team</li> <li><i>Students unable to do it, above their paygrade</i></li> </ul>	Penny and Will
14	<ul style="list-style-type: none"> <li>Apply to Rebel sport to for funding for umpiring</li> <li>declined</li> </ul>	Leon
15	<ul style="list-style-type: none"> <li>Tash to organise Code of Conduct up on website - done</li> </ul>	Tash F
16	<ul style="list-style-type: none"> <li>Penny and Jules to finalise changes to privacy policy, then send to remaining board for approval. Penny to check about sharing info to NZL.</li> </ul>	Penny C, Jules R
17	<ul style="list-style-type: none"> <li>Request report and review from Eric and Tash and do a 360 review</li> <li><i>Awaiting on information from Eric</i></li> </ul>	Jules R
18	<ul style="list-style-type: none"> <li>Confirming Senior nats for 2025 and book accommodation/flights. Players will need to stay and travel together</li> </ul>	Tash
<b>Any other business</b>		
19	<p><b>Set 2024 AGM:</b> Wednesday 25 September 2024 7:00pm</p>	

**Next Meeting:**

- Proposed 19 September @ 7:30 PM (NZDT) Zoom or in person



Leon Green  
President Waikato Lacrosse