



Waimakariri United Football Club – Board Meeting Minutes

Held on 9 February 2022 at Five Stags Rangiora

Present: Kurt Brandso, Michelle Williams, Jo Mills, Sabrina Ilett, Amy Pawson, Brodie McDonald, Glenn Fountain, Atticus Jones

Apologies: Dave Price, Matt Petersen

Meeting commenced at 6.00pm

- Approval of the minutes from the previous meetings held on 9 December 2021

MOTION: That the minutes of the above meeting are held as a true and accurate record.

Moved: Sabrina Ilett

Seconded: Brodie McDonald

General Managers Report:

The month of February the focus is on:

- Twilight football
- Club events
- Registration forms and website updates
- Sponsorship

Updates:

NZ Football and Red traffic setting

With NZ Football's announcement on vaccine passes for over 12 years and 3 months the club needs to have a plan in place for our football competitions and how to run them within the regulations.

Sporty website and registration forms

I have created forms for Futsal academy and will finalise the registrations this week, however it needs to be tested and we are having issues with the payment options, currently waiting for Sporty to come back to me.

Sponsorship

I have met with Dave and discuss the sponsorship. I will have a mock-up of our sponsorship options and infographic for the board to discuss.

Upcoming Events

Twilight football

Information has gone out to the schools regarding Twilight Football for Term 1. In my communication I have said we will be devising a plan on running Twilight Football under the red setting. I will then submit a plan to the council for approval.



TDP Trials

I have created a form for registrations for the TDP open trainings. This will allow us to know numbers and also to ensure those who are trialling will have submitted their vaccine pass.

Club Day

Club day is set for Sunday 13th March at Kendall Park. We are just working through a plan to have it run smoothly and safely. We have set a coaches meeting for Thursday 3rd March at MainPower stadium.

FDM Report:

Key Areas addressed:

- Immersing myself within the club
- Coach education & MOU with Mainland
- Coach communication and interactions
- CPL & WPL
- Stadium fitness proposal on strength and conditioning testing

Immersing myself within the club:

After almost completing my third week at the club I'm really starting to understand the culture and ethos of the club. I am following Adam's already established 3 year development plan (The E's) and really using my first year, and first few weeks to immerse myself as much as possible and find out how the club operates, runs everything, what works well and what needs to be improved or altered. Throughout the year I will continually learn and ultimately progressively understand the club better, giving my opinion and insight where needed to successfully guide the club.

Coach education and MOU with Mainland:

Mainland has reached out to the club to restructure how community coaching courses are delivered, their proposed MOU details that instead of Mainland being the sole deliver of community coach courses (ITJC, JL1, JL2, YL1, YL2, SL1), each club would run their own courses. Increasing the reach and amount of community coaches who are both educated and qualified. This will be done by Mainland putting on a community coach developer course from 30th of March – 1st of April. I will be attending this course and after I assist with the delivery of the community coach course this year then I be able to solely deliver the course to future our cohorts upcoming coaches. Across all the course Waimak delivers there needs to be at least 40 coaches across the courses with a minimum of 12 in the youth/senior space, I believe we will be able to achieve this requirement. The only other commitment on the clubs part is to follow up with 5 coaches and observe at least one of their sessions, and return a follow up observation form to Mainland, again I believe we can meet this requirement with ease and I will be the one observing and following up with our coaches. After talking with Adam he has agreed to come out and deliver the following courses with me assisting him.

NZF JUNIOR LEVEL 1 COACHING AWARD

Where: Mainpower Stadium, Rangiora

When: Friday, April 1st

Time: 6pm - 9pm



Cost: FREE

NZF JUNIOR LEVEL 2 COACHING AWARD

Where: Mainpower Stadium, Rangiora

When: Sunday, April 3rd

Time: 10:00am - 5:00pm

Cost: FREE

YOUTH LEVEL 1

NZF YOUTH LEVEL 1 COACHING AWARD

Where: Mainpower Stadium, Rangiora

When: Friday, April 8th

Time: 6pm - 9pm

Cost: FREE

After consulting with both Finn and Chris Sinclair (futsal development officer for mainland) we all thought it would be beneficial to also cater Futsal as that wasn't mentioned within the MOU, we have confirmed a Futsal referee course that Chris will come deliver with the details below.

FUSTSAL LEVEL 1

NZF FUSTAL REFEREE LEVEL 1 COURSE

Where: Mainpower Stadium, Rangiora

When: Friday, February 18th

Time: 6pm - 9pm

Cost: FREE

I'm also hopeful that we will be able to put on a futsal coaching course later in the year but that will be confirmed at a later date. From my point of view one of the biggest things we should strive for is to have all our coaches qualified, regardless of the level it could be a massive benefit across the board and be instrumental in the continual development of our players.

Coach communications and interactions:

Over my first couple weeks I've met with all the CUDL, CPL and WPL coaches at least once, to introduce myself and to touch base with them around how they view the club and what Waimak football looks to them. We have scheduled a coaches meet and greet for Thursday the 3rd of March at the MainPower stadium with that information going out to all our perspective coaches by the end of the week. The meeting will be a casual meet and greet so that the coaches and parents and get to know Finn and I and ask us relevant questions around the upcoming season.

CPL & WPL:

Both the women's and men's first teams are well into their preseason, after meeting and talking with Adam its clear the CPL team is in a good place, the environment around the team is positive, there has been a holistic approach to preseason fitness and the players are responding well. I've gone through Adam's 9 week preseason plan and am happy and think it will give the players the best chance at success for this season.



Sam is in the position to do well coaching the WPL. To further help with the WPL, myself, Sam and Amy have put together 2 posters to highlight the great facilities and things Waimak has to offer that the other clubs don't, and the other poster highlighting Sam as the coach and what he can bring to the table. This will hopefully drum up interest for the WPL meeting on 14th of March, all the information for the meeting is also on the posters.

Stadium fitness proposal on strength and conditioning testing:

Finn and I met with Paul Dunn who is the fitness centre manager at the MainPower stadium to talk about the fitness testing programs that they can offer. They offer state of the art fitness testing covering both aerobic and strength, it would be ideal to have all our top youth and senior teams (men's and women's) do this. He is currently working on a full break down and proposal that I plan on bringing to the next board meeting. After talking to him the rough cost is 10/person and their plan is to run 3 tests, one at the beginning, middle and end of the season to track progression, totalling 30/player. There is a possibility of it being much cheaper than that as a bulk agreement, more information will be available once Paul's proposal is complete.

Finance

Finance Committee Report

31 January 2022

Cash received during Jan (main items excl gst)

Holiday program	1,478
Futsal income T4 2021	304
Rata grant - salaries	10,000
IRD refund	230
Fines historical	325
Subs historical	126
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	12,463

Payments made in Jan (main items excl gst and payroll)

Vehicle service	224
MP Stadium court hire and rent	1,110
Power, phones, rubbish removal	275
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	1,609

*** Reminder ***

Need to aim to repay IRD loan by 27 October 2022 or interest charged at 3% per annum.

Grant applications

Rata Foundation - salaries

Approved



Debtors remaining at 31 Jan 2022

2019 subscriptions	145
2020 misconducts	125
2020 subscriptions	300
2021 subscriptions	3,854
2021 fines	750
Sponsorship	2,875
Futsal T4	584
Futsal T3	185
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	8,818

The WUFC Annual Return was filed on 11 January 2022 for the Incorporated Societies register.

Refunds policy

Decisions at Board meeting:

The Board agrees to approve Erin Hyde to have access to Xero and view only access to online banking

**Moved: Glenn Fountain
Seconded: Kurt Brandso**

Grants

The Board resolved to apply to The Lion Foundation for \$20,000 towards salaries for the 2022 season.

MOTION: Authority to apply for this Grant

**Moved: Kurt Brandso
Seconded: Glenn Fountain**

The Board resolved to apply to The Trillian Trust for \$20,000 towards salaries for the 2022 season.

MOTION: Authority to apply for this Grant

**Moved: Michelle Williams
Seconded: Kurt Brandso**



General Business

Sponsorship – Amy and Dave are working on sponsorship packages to get out to our sponsors. Kurt will meet with them also and come up with a report by the next Board meeting.

Board Roles/ Role Description/ Board Direction – we need to create descriptions for the Board Roles so if a Board member leaves, the new member will know what their role is. Brodie would like everyone to do this by the next meeting.

Roles:

Treasurer – Kurt Brandso

Secretary – Michelle Williams

Vice Chairperson and HR – Sabrina Ilett

Facilities - Glenn Fountain

Chairperson – Brodie McDonald

Board Meeting Format – all reports need to be sent to the Board preferably the Friday prior to the Board Meeting so all Board members can read them and be prepared beforehand.

COVID/Red Setting - Plan – Glenn is happy to look after this

Complaint – we have received a complaint regarding the red setting vaccine mandate that has been brought in by NZ Football. Sabrina has replied to this and we are happy with the response.

Next Meeting:

The next Board Meeting will be on Wed 9 March 6pm at Five Stags

Meeting closed at 7.25pm

Signed as a true and accurate record _____