



**MINUTES OF THE WELLINGTON SOFTBALL ASSOCIATION
5th EXECUTIVE COMMITTEE MEETING HELD AT HATAITAI PARK
6.30PM, MONDAY 29th OCTOBER 2018**

PRESENT:	N Jack, T Davies, T Kaiaruna, W Nichols, C Lovatt, J Meyer, H Graham
APOLOGIES:	C Adamson

MINUTES OF LAST MEETING

Accepted

W Nichols, J Meyer

MATTERS ARISING FROM PREVIOUS MINUTES

CUS have not paid their \$2,500 donation yet. J Meyer to follow this up

Carried

ACTION LIST

St George paid Affiliation Fee

The letter to the Miramar Softball Club regarding unfinancial fees needs to be amended to remove "Clear the debt" to "Clearance from SNZ".

Agreed

INWARDS CORRESPONDENCE

For Action			
Date	From	Contents	Action
23/10/18	Pare Plim	Request for new bases for Ngatitoa 1	Quote need to be obtained by office
18/10/18	Miramar	Request for WSA to correspond with SNZ regarding unfinancial status of 2 players	
Transfers			
17/10/18	Softball Australia	Rakaia Allen - sanction to play Overseas	Processed/Published
17/10/18	PCU	Glen Allan - Miramar to PCU	Processed/Published
17/10/18	PK	Nopera Stockford - Christchurch to PK	Processed/Published
19/10/18	Island Bay	Tony McDonald - Miramar to Island Bay	Processed/Published
24/10/18	Island Bay	Shaquaid Hihi - Tairāwhiti to Island Bay	Processed/Published
25/10/18	Island Bay	Aiden Fleming - Hawkes Bay to Island Bay	Processed/Published
25/10/18	Island Bay	Peter Van Kampen - Auckland to Island Bay	Processed/Published
Finance			
25/10/18	WSA	Resolution to apply to One Foundation for ground fees of \$16,165.73 ex GST for Kapiti Coast Council, Porirua City Council and Wellington City Council.	Approved
	NZCT	Approved Funding received	

Clarification:

Who is responsible historically for the Bases? What do the councils provide and what responsibility do the Clubs have for their home grounds?

Office staff to send T Davies any contracts/MOU's etc that WSA have for use of grounds and facilities with the city councils.

OUTWARDS CORRESPONDANCE

Date	To	Contents
10/10/18	WSA Club Captains	Updated Playing Rules and By-Laws

Approved

N Jack proposed a monthly meeting.

Agreed

OFFICE REPORT Information

ADMIN REPORT			
Calendar Item	Description	Activity/ Recommendations	Action to take
Competition	Senior Competition	<ul style="list-style-type: none"> No Club Captains Meeting. <ul style="list-style-type: none"> Comp Administrator away at time of meeting By-Laws had not yet been confirmed by HV or ratified by WSA New Draw System – draw not published 	<ul style="list-style-type: none"> No meeting will take place Email correspondence has taken place regarding all agenda topics. Office staff feel no need for a meeting when correspondence from Clubs didn't warrant one. Recommendation for office staff to set date early for next year
	Junior competition	<ul style="list-style-type: none"> Draw was late being published. <ul style="list-style-type: none"> Confirmation of teams was late and slow. Clubs still entering teams with late registrations Intercity draw taking up too much time. 	<ul style="list-style-type: none"> Recommend to JMC to set up a Comms Plan around key dates for WSA for next year.
	Intercity	<ul style="list-style-type: none"> Administration for Senior and Junior Comps has been slow <ul style="list-style-type: none"> Priority - time spent on the Intercity Draw. 	<ul style="list-style-type: none"> Recommend to the ICC that the Draw master and Administrator are the same person – if possible.
	Numbers	<ul style="list-style-type: none"> Registrations close 31.10.18 so will have more detailed report around teams/male/female 	<ul style="list-style-type: none"> Down 1 team in total from last season. Down 3 Adult teams Up 5 Junior Softball teams Down 3 Tee Ball teams
Office	Facilities	<ul style="list-style-type: none"> Bases/grounds not up to scratch <ul style="list-style-type: none"> End of season maintenance not well executed 	<ul style="list-style-type: none"> Recommend to Exec to have a maintenance plan for facilities in place by March 2019

		<ul style="list-style-type: none"> ○ Not enough time to apply for funding for urgent repairs/ replacements 	
Finance	Invoicing	<ul style="list-style-type: none"> • Club Invoicing out by Thursday. <ul style="list-style-type: none"> ○ Had to wait for teams to confirm grades – Junior grades had lots of movement. 	<ul style="list-style-type: none"> • Recommend to Exec to schedule Club Invoices to 1st November to capture all teams after 1st games. • Overdue Levies <ul style="list-style-type: none"> ○ G Tuitaalili ○ H Rapihana-Sila Unauthorised Players
REPRESENTATIVE REPORT			
Rep Teams		<ul style="list-style-type: none"> • Trials commence <ul style="list-style-type: none"> ○ No available space to leave trial equipment 	<ul style="list-style-type: none"> • Recommend to Facilities manager to arrange key for the umpires room or an exec member on hand.
DEVELOPMENT REPORT			
Coaching		<ul style="list-style-type: none"> • Not enough coaches to run the Under 7 Coach Training programme 	<ul style="list-style-type: none"> • Seek Feedback from Junior Coaches as to why there has been no interest or barriers.
Under 11		<ul style="list-style-type: none"> • Feedback Kahurangi Dey: OK it's only the first week but 🍌 🍌 woop woop! The changes to the competition, and these machines, are brilliant. We had teams, including kids new to softball, enjoying a really engaging game - whole teams batting, fielding, and learning rules. Nice work WSA 🙌 	<ul style="list-style-type: none"> • Great to see so many hits and fielding plays. • K Summers on site at Helston to support.

Executive Support for Action

1. Facilities Maintenance Plan
 - for future planning and a systematic upgrade approach to the grounds
 - access to grandstand for umpires and equipment – executive member to help with this organisation
2. Club Invoicing
 - Support moving the invoice date from the 15th October to 1st November to capture all teams (Senior and Junior) after junior first playing games.
3. Under 13 Central Regions

The Central Regions group have decided to not host an Under 13 Tournament this year. This group has chosen to support the North Island Representative Tournament in North Harbour.

 - This doesn't support our Development Pathway and would also increase the management capabilities and costs of these junior teams.
 - Support the Development Opportunities to send Club Teams – this is allowed by the Auckland Association.

WSA currently has 15 Under 13 Boys and Girls club teams playing in the junior competition.

This was discussed, and it is recommended by the Executive that WSA runs a Club Tournament for this age group and utilise both Black Sox and White Sox, Junior Black Sox and Junior White Sox players to be present and engage with the teams.

It was agreed that WSA will not send Representative Teams to this tournament but instead encourage club teams and look into providing a Club Under 13 Tournament.

Agreed

4. Overdue Levies

- Support No Pay – No Play as at the beginning of the season. Recognise these players as unauthorised players.

A new format for the Office Reports focusing on key areas and programmes that need to be discussed rather than operational information.

Reports to be sent to N Jack on the Thursday prior to the exec meeting to be distributed to exec members.

Maddy finishing up on 8th November. N Jack will meet with the office staff to discuss the administrative roles moving forward.

N Jack and K Summers meeting with Kelly Sports to discuss a pilot programme in Karori and how we could work together with the KiwiSport Programme.

REPRESENTATIVE REPORT

NFC Coach applications close on the 9th November.

Trials went well and will continue this week. A list of trialist will need to be sent to the Representative Committee to ensure the transparency of the registration and selection process.

UMPIRES

Hataitai Diamond One ground was atrocious. Overuse from Under 18's on Friday then junior games on Saturday Morning plus two senior games.

Umpiring hard to determine fair/foul balls as the lines are unclear by the two last games.

Home plate needs replacing.

Discussion around Clubs with Home Grounds to be responsible for the grooming of lime diamonds before Senior Games.

GENERAL BUSINESS

J Meyer WSA should request a copy of the seismic report of the Netball Pavilion. The WSA President is a PCBU with almost certainly all Exec being PCBU's due to the office team.

Does the WSA need meetings with clubs individually to ascertain what they need from WSA for their Clubs?

It was decided that WSA will obtain feedback by using Survey's to Clubs: A quick 5-minute survey now, end of round one and then at the completion of the season.

WSA can facilitate a Hui in April with the Clubs with this specific feedback to discuss.

Criteria for the Player Fund. Club support must be included with an application to identify/support the hardship that is applied for.

Under 15 and 18's are the priority then Under 23's

J Meyer to send application form to the office to be formatted. This along with the information to go with the application form to be circulated to the Exec before being sent to the Club secretary.

Fund committee to be made up of J Meyer, T Davies, W Nichols with C Lovatt advising.

H Graham The gates to the Hataitai Diamond 1 dugouts were padlocked. H Graham to have another look this week to see if they are still locked.

Meeting closed 8.30pm

Next Meeting TBA

6.30pm, Netball Pavilion, Hataitai Park