

**MINUTES OF THE WELLINGTON SOFTBALL ASSOCIATION
6th EXECUTIVE COMMITTEE MEETING HELD AT HATAITAI PARK
6.30PM, MONDAY 10th DECEMBER 2018**

PRESENT:	N Jack, T Davies, T Kaiaruna, W Nichols, C Lovatt, J Meyer, H Graham, C Adamson P Ward (JMC), K Summers (Minute Taker)
APOLOGIES:	

MINUTES OF LAST MEETING

Correction to spelling of Nichols and Meyer
Accepted

J Meyer, T Davies

MATTERS ARISING FROM PREVIOUS MINUTES

N Jack to request a seismic report from Netball Wellington Centre.
CUS sponsorship money has been received.

Carried

ACTION LIST

M O'More to collate all ground information including costs, council agreements and contracts.
Survey's completed and in the process of being collated.
J Meyer will put common themes together and send this out to Clubs in the New Year.
T Kaiaruna will communicate with the office in the New Year with Umpire information.

Agreed

INWARDS CORRESPONDENCE

For Action			
Date	From	Contents	Action
18/10/18	Maddy Lovatt	Resignation	Noted
14/11/18	Johnsonville Club	Broken Window	Approved by email
14/11/18	Heather Graham	Resignation from Executive Committee	Noted
19/11/18	JMC Minutes		Noted
20/11/18	St George Softball Club	Overdue Fees	
26/11/18	Sport Wellington	WCC Sports Talent Development Programme - Assessment Outcome	
7/12/18	Phil Gibbons	RST Stakeholder Survey 2018	Noted
Transfers			
3/12/18	Liam Bassick	PCU to Manawatu	
10/12/18	Cleveland Wairau	Johnsonville to Tawa	
10/12/18	Joshua Gettins	Flaxmere to PK	
Reps			
29/11/18	Maia Wenham	Pick up Authorisation form	
30/11/18	Kyra-Lee Paaka	Pick up Authorisation form	
30/11/18	Briana Henson	Pick up Authorisation form	
03/12/18	Tui-Aroha Fransen	Pick up Authorisation form	
04/12/18	Blaise Clarke	Pick up Authorisation form	

OUTWARDS CORRESPONDANCE

Date	To	Contents
20/11/18	Saints Softball Club	Invitation to Midweek competition
29/11/18	Tairawhiti Softball Association	Pick up Authorisation form - Maia Wenham
30/11/18	Tairawhiti Softball Association	Pick up Authorisation form – Kyra-Lee Paaka
30/11/18	Manawatu Softball Association	Pick up Authorisation form – Briana Henson
3/12/18	Waikato Softball Association	Pick up Authorisation form - Tui-Aroha Fransen
04/12/18	Waikato Softball Association	Pick up Authorisation form - Blaise Clarke

C Wairau will need to provide a reason for wanting to transfer after the cut-off date of the 1st December. Johnsonville Club will also need to approve the reason. Office staff to provide this information to the player.

Approved

FINANCE REPORT

N Jack presented the Finance Report.

Softball New Zealand have sponsorship funds available towards N Shaw's car. C Lovatt will communicate with SNZ and will look at N Shaw's work agreement.

The funding application for the NFC travelling teams has been carried over to the next round.

WSA to look into new players and supporters' apparel. C Adamson will contact Catherine from CUS to discuss new apparel ideas for supporters and players gear.

A fundraising event is being discussed to help offset the costs of the Representative Programme. A quiz night could be a great and J Meyer will contact the Sprig and Fern and 1841 to understand how the profit works and what the average profit is for this event at these venues.

OFFICE REPORT

Information

ADMIN REPORT			
Calendar Item	Description	Activity/ Recommendations	Action to take
Competition	Database	<ul style="list-style-type: none"> This has been an outstanding tool for the office. We are using this for many different aspects. The office would like to go on an Xcel course to be more efficient and effective with this programme. 	<ul style="list-style-type: none"> Exec Approval. Office staff to look at costs and dates.
	Junior competition	•	•
	Wellington Competition	•	•
	Intercity	•	•
Office	Facilities	•	•
Finance	Xero	<ul style="list-style-type: none"> M O'More would like to go on a Xero course to become more familiar with the programme 	<ul style="list-style-type: none"> Exec Approval. Office staff to look at costs and dates.
REPRESENTATIVE REPORT			
Rep Teams	Players	<ul style="list-style-type: none"> Only one player this season playing in two teams. 	<ul style="list-style-type: none"> Recommend to Representative Committee to now track these numbers

			to see if this will become the norm.
	NFC	<ul style="list-style-type: none"> Late applications/ lack of coach applications. Why is this? Is this something that we should be concerned about? 	<ul style="list-style-type: none"> Feedback from Premier One Coaches as to why they aren't interested? What makes it undesirable?
DEVELOPMENT REPORT			
Battery Clinic	Numbers	<ul style="list-style-type: none"> Low numbers. Is this something that we should do every alternate year to accumulate interest? Same apathy from Clubs like the Coaching Clinics? 	<ul style="list-style-type: none"> Recommend to N Shaw to set this to be alternate years.
KiwiSport	Coaching in Schools	<ul style="list-style-type: none"> Low school participation numbers again for Term Four. Schools too busy and pulling out to rebook for Term One. 	<ul style="list-style-type: none"> K Summers to analyse the past Term Four school numbers to assess whether to continue with the same programme for Term Four. Feedback from Schools as to what they would prefer instead of a four-week programme.

N Jack and C Adamson to look at costs and availability of Xcel Support.

C Adamson to look at what ASB provides for customers with Xero.

Coach Development is a concern for all age grades and not just the NFC. This will be included in the Sport Wellington High Performance Programme.

The Battery Clinic numbers could be attributed to the fact that last year it was a free clinic and this year there was a charge of \$10. A marketing plan will need to be put in place for this programme. K Summers will put this in the annual planning to discuss with the JMC for next year.

Agreed

REPRESENTATIVE REPORT

The NFC Coaches were recommended by the Representative Committee via email on the 29th November.

These were ratified by the Executive Committee also on the 29th November.

Congratulations to our NFC Men's coach Thomas Makea and to the women's coach Naomi Shaw.

Approved

GENERAL BUSINESS

J Meyer There is concerns for the Premier 2 grades that they are down to self-umpire in the Intercity Draw. Teams are happy to umpire, but the pressure of self-umpiring games is proving difficult. A reminder to clubs to advise their club captains to send this information in to the Intercity Committee.

The toilets and changing rooms have not been open regularly on Friday nights at Hataitai. The office will communicate with the council to ensure these are open for games.

The hardship grants have been approved and sent out. The families who have received these funds have been very grateful.

Meeting closed 8.56pm

Next Meeting 11th February 2019

6.30pm, Netball Pavilion, Hataitai Park

ACTION LIST

Who	Programme	Action Point
M O'More	Facilities	<ul style="list-style-type: none"> Draft an email to send to the councils asking for the key contacts. This is to be set up for the new year.
C Adamson	Uniforms Staff Training	<ul style="list-style-type: none"> Contact Catherine from CUS to discuss new supporters and playing apparel Look at ASB's Xero training for the office
K Summers	Minutes Office JMC Player Welfare	<ul style="list-style-type: none"> Correct Spelling names in previous minutes Table of current communications <ul style="list-style-type: none"> Frequency Groups Themes Send a Junior Calendar to P Ward Have an informal discussion with PK Club Captain about P1 Women's team.
J Meyer	Contracts Fundraising	<ul style="list-style-type: none"> Contact Sharee at Orix regarding N Shaw's car from the 01/06/19 Talk with Sprig and Fern and 1841 to find out the average profit for the Quiz nights
N Jack	Executive	<ul style="list-style-type: none"> Request from NWC their Siesmic report for the Netball Pavilion.
T Kaiaruna	Umpiring	<ul style="list-style-type: none"> Send info to office for KS to distribute around Clubs providing names of umpires interested in further development.
H Graham	Competition	<ul style="list-style-type: none"> Check if Jackson Taurarii has completed a transfer from Miramar to PK