



MT LAWLEY-INGLEWOOD CRICKET CLUB

home of the mighty panthers

Committee Meeting 3 Minutes: 2020-2021

Date: 17th November 2020

Venue: Bowls Club

Time: Meeting commenced at 6.35pm

Present: Todd Carroll; Mohammed Ali; Tim Bowden-Jones, Lisa Bell; Eamonn Smiley; Nic Wyburn-Cobb; Darcy Middleton;

Apologies: Cameron McCulloch; Liam Maher

ITEM	ACTIONS
<p>1. Recap of previous meeting minutes</p> <ul style="list-style-type: none"> • Tom Beaton payment has been deferred until Jan 2021 • Most payments have come in with a couple still outstanding • Combined girl's teams with Bassendean, financials still to be finalised (\$100 rego minus shirt cost \$55) • Westpac account still to be closed • EFTPOS has been renewed with NAB • An additional U10s team (Green) has been confirmed • Revenue assessment with the City of Stirling was completed and \$5000 given to the club • Grill'd vouchers have come in and will be distributed shortly • Season launch completed, Family Day@Hamer Park still TBA • Coaches and equipment has been done except for the U10s (Green) • Equipment audit still to be completed by coaches. An approved equipment list from Slater-Gattrell will be distributed to alleviate issues of overspending • Drinks for the bar have been organised • Canteen arrangements – TBA • Website is still a work in progress. 	<ul style="list-style-type: none"> • Darcy to follow-up outstanding payments • Lisa to follow up with Bassendean • Cam to close account. • Todd to organise distribution of vouchers • Ali and Todd to organise an approved equipment list for distribution to all coaches and team managers.
<p>2. Financials</p> <ul style="list-style-type: none"> • Cash Accounts – NAB: \$1 233.17 Bendigo: \$31 275.13 • Cash on hand – yet to be counted • Current cash accounts include \$1500 payment from Grass Roots Cricket 	
<p>3. Working with Children's clearance – Has all the relevant individuals obtained them and where do we record them?</p> <ul style="list-style-type: none"> • All individuals with contact with junior players will be required to obtain a WWCC as their role extends beyond immediate team and across the club – this includes anyone who has a regular role at the canteen. • Copies of WWCC should be sighted and sent on to Team Captains and/or Junior Coordinator via club email. 	<ul style="list-style-type: none"> • Lisa to print off WWCC, place in file and update log sheet.



MT LAWLEY-INGLEWOOD CRICKET CLUB

home of the mighty panthers

ITEM	ACTIONS
<p>4. General Housekeeping</p> <ul style="list-style-type: none"> • Bar Roster Cobb to coordinate. Need to find out who has RSA and call out for volunteers • Cleaning – Clubrooms, Toilets/change rooms Tim (Cleaner) employed for Hamer Park once a week. Tim to send out message to junior teams to ensure that home teams leave premises clean and tidy. Bins need to be emptied and ensure that recycled cans are placed in the large recycle bin. Senior teams on Hamer 1 are responsible for emptying change room bins • Training Equipment To help organise the equipment storage area, labels will be placed on the wall. Team Managers will need to ensure that equipment is accessed and returned in the appropriate place. Labels will identify u11s, u13s etc. Equipment to be placed around the corner (out of sight as much as possible). Investigate the possibility of having an Equipment Manager – Liam? Ali to paint tram lines on the floor to help delineate storage areas for equipment • Committee Room It's a bit of mess and needs to be sorted out asap. Some discussion about where the seniors can store equipment. • Containers for change bins \$54 made so far – all profits go to charity. Bins will be moved inside during the day on club days to alleviate the dumping of general waste • Kitchen & Bar – cleanliness As per action (Tim – housekeeping checklist) • Post-Game (captain's checklist?) Some clarification to all captains regarding their duties post game. Ali to send out a checklist to all Captains. • Club Tablets for Scoring Five tablets have been purchased. One for each senior's teams. Most junior's parents are supplying their own. If needed for junior teams, they need to be returned straight after the game on Saturday – <i>housekeeping checklist</i> • Trestle tables Tables appear to have disappeared. Audit to be conducted and more purchased as required. (Todd and Ali) • Wordsworth Keys Teams need to be reminded to return keys to the lockbox as soon as they finish on Saturday – <i>housekeeping checklist</i> 	<ul style="list-style-type: none"> • Todd to ask for people with RSA's and compile a list • Todd to follow-up with Tim (cleaner) regarding cost and availability of cleaning. • Cam to follow up with City of Stirling regarding cleaning arraignments with Wordsworth • Liam to confirm if he would be keen to take on role of equipment manager • Ali to organise paint job. • Todd, Ali and Eamonn to tidy room and discuss future storage solutions. • Email Tim points of information, he will compile 1-page housekeeping guideline to be sent out to all coaches and team managers. Nic to email Tim a template. • Ali to organise a checklist for Captains. • Todd and Ali to audit existing tables and purchase more as needed.



MT LAWLEY-INGLEWOOD CRICKET CLUB

home of the mighty panthers

ITEM	ACTIONS
<p>5. COVID Plan (5 mins) COVID Plan has been completed and submitted to City of Stirling. Now borders have reopened, so it is important to remind people to maintain the processes – e.g. sanitisers and wipes are available.</p>	<p>Tim and Eamonn (Junior and Senior Coordinators) to remind all Captains/Coaches and Team Managers about requirements.</p> <p>Todd to purchase additional sprays and check compliance stickers are in place.</p>
<p>6. Ground Use (10 mins)</p> <ul style="list-style-type: none"> • 21 Nov 2020 12:30-3:30pm - U15 Girls The U15s (and the U13s) combined team will be watching the Women's scorcher's game at the club rooms and using the kitchen on that day. • 27 Nov 2020 – Footy Club Coaches Presentation (Bar required) and 1 Dec 2020 – Start of Preseason (bar required). The club will run the bar and keep the profits. A confirmation of numbers TBA. Extension of liquor license has been done. • Week commencing 10 Jan 2021 – TBCA Clinic, more details to follow. • Jan 2021 – Country Week Hamer Park has been put forward as a host. To be carried forward to next meeting. 	
<p>7. Social Membership Some discussion about social membership and it was decided that social membership would be available for people aged 18+. \$30 with Rosemount Card and stubby holder. \$55 with polo shirt?</p>	<ul style="list-style-type: none"> • Todd to confirm if the second option was agreed upon (\$55 w. polo shirt)
<p>8. Fundraising – Toyota Raffle, Christmas Appeal</p> <ul style="list-style-type: none"> • Further discussion about our participation in the Toyota raffle and the possibility of having a club prize (random draw) for all participants. • Christmas Appeal is on again with proceeds to the Salvation Army. Todd and Anna have set up the space and a message has been sent out. 	<ul style="list-style-type: none"> • Toyota raffle to be placed on agenda for next meeting • Todd to resend message about Christmas Appeal. All are asked to encourage players to donate.
<p>9. Events – Xmas, Kenny's Round, Team of the Decade, Quiz night, Wind ups</p> <ul style="list-style-type: none"> • Xmas functions – Seniors to take place after the last round on 12 December; Juniors encouraged to participate in a Grill'd dinner and a sausage sizzle for junior and master blasters. • Kenny's Round – will take place with drinks after the first round back for the seniors on 9 January at the Inglewood Bowls. Player of the round (or something similar) to be presented in honour of Ken. 	<ul style="list-style-type: none"> • Tim/Todd to inform teams of Xmas functions



MT LAWLEY-INGLEWOOD CRICKET CLUB

home of the mighty panthers

ITEM	ACTIONS
<ul style="list-style-type: none"> Team of the Decade (Seniors) to be celebrated at the Rosemount after the last home/away game on the 27 February 2021 Quiz night is proposed for the 20 January 2021 Wind-ups – Seniors 9 or 10th April and Juniors 27th March (with bowling as proposed last season, put off due to Covid) 	<ul style="list-style-type: none"> Todd to make bookings at the Rosemount and advertise accordingly.
<p>10. Training Some discussion about Thursday night trainings and net use. It was decided that the first 4 nets (working from left to right) be available for seniors by 5.30pm. Open for junior use up to 5.30pm and use of the remaining net.</p>	<ul style="list-style-type: none"> Tim to communicate net use on Thursdays to junior teams as needed.
<p>11. Technology – website, email Carried over to next meeting</p>	<ul style="list-style-type: none"> Technology to be placed on next meeting agenda.
<p>12. General business</p> <ul style="list-style-type: none"> Team/club promotion – Junior teams are encouraged to get the name (and Stats) of the player of the match to Darcy by Sunday night. Only those received will be published. 	<ul style="list-style-type: none"> Darcy to send out message via instateam.

Meeting closed @ 8:30pm

Agenda items for next meeting:

- Family Day@Hamer Park
- Toyota Raffle
- Technology, website and email