

**Narara – Wyoming Cricket Club**  
**MINUTES**  
**of the Committee of Management Meeting held at**  
**The Grange Hotel on Thursday, July 4th, 2019**

**Meeting Opened:** 7.39pm by President, Stuart Owen

**Attendance:** S Owen, S Anderson, L Egan, P Ness, S Jordan, S Ashby (Curator), H Rao, J Smith, H Millen

**Apologies:** P Moriarty, J Moriarty, E Lulham, G Crowe, T Shoaib

**Proxies:** P Moriarty to L Egan, G Crowe to S Owen

**Moved:** S Owen      **Seconded:** P Ness that the apologies and proxies be accepted.      **Carried**

**Committee Changes:**

1. S Owen has confirmed Telita Shoaib will be joining the committee
2. S Anderson advised that Dani Thorp has stood down from the committee

**Minutes of Previous Meetings:**

Minutes of the June 6th, 2019 meeting were distributed by the Secretary via email

**Moved:** S Anderson      **Seconded:** S Jordan that the minutes of the meeting be accepted.      **Carried**

**Matter Arising from Minutes:** Refer Attachment “A” and;

1. G Howe from Council is on leave until the end of July. L Egan will provide an update in August. P Ness advised that there is only enough synthetic in storage to replace the damaged section of net 1, so has requested Secretary to ask Council not to pull up the previously earmarked section.
2. Utilisation of the Duckworth Lewis System will be put before the new CCCA Competition Committee.
3. S Owen met with Council at Gavenlock Oval and they have committed to a yearly top dressing to gradually raise the height of the wicket table. Levelling options are expensive however a 2<sup>nd</sup> opinion is being obtained by Council.
4. Initial response from CCCA to request our to remove penalties for Code of Conduct breaches was that it would not be considered however S Owen advised that it could now be put before the Delegates so we may need to contact other clubs to gain their support.
5. G Crowe has advised that he will take on the role of Webmaster and have a look at further work on the new website. Thanks to Dani for originally volunteering but on further investigation the role is a little more complex than she was anticipating.
6. Communications App – it was agreed that we have many tools in place at the moment and with a full review of our communications underway (as outlined later in the Minutes), there isn't an urgent need for another platform.
7. S Anderson has volunteered to conduct the review of our Policy Document. P Ness will assist.

**Presidents Report:**

1. Stuart notes that the club is in good shape, a strong financial position and well managed.
2. Stuart confirmed his advice from the AGM that one of his main focusses was to continue on the previous work to further develop a more whole of club (junior and senior) approach.

**Moved:** S Owen      **Seconded:** H Millen that the President's report be accepted.      **Carried**

**Correspondence:** As forwarded and;

1. Request to CCCA to consider removing Code of Conduct breach penalties from COTY incentive scheme
2. Sam Ashby advising appointment as curator and remuneration details
3. Robert Hay advising of Sam Ashby's appointment as curator and roller operator – for insurance purposes
4. Annual Information submitted to CCCA
5. Details of Kookaburra Ball purchase scheme arranged by CCCA
6. CA helmet policy
7. 1<sup>st</sup> Draft of Player Grading Document from CCCA
8. CCCA approval of current design for playing attire. 2<sup>nd</sup> Grade are allowed white trousers in all matches
9. Child Safe Protection Information Seminar details
10. CCCA Annual Report received
11. NWCC AGM Minutes to members
12. By Law changes submitted to Fair Trading
13. A12 T2 Annual Return submitted to Fair Trading
14. Confirmation of grounds, days and times required for training (seniors and juniors) submitted to CCCA
15. Dave Smallman & Barry Howard advised of re-appointment as Patrons
16. EOI for Grass Roots Cricket Fund Grants are now being sought
17. CCCA advising coloured 1<sup>st</sup>, 2<sup>nd</sup> and U21 Grades are all required to wear colour trousers for ODLO and T20 matches
18. CCCA providing price list for purchase of balls via the bulk buying arrangement they have negotiated
19. Minutes of CCCA SGM and AGM
20. Copy of new CCCA Constitution
21. Request from CCCA for details of Executive Committee, Cricket Managers (Junior & Senior), Delegates, Child Safety Officer & Female Cricket Officer
22. Sport Central Coast (Department of Sport & Recreation) – Invitation to sports marketing event on July 24<sup>th</sup> at Mingara Recreation Club. CCCA will be giving a presentation
23. CCCA calling for applications for people to fill positions on Competition Committee and Representative Committee
24. Chad Barrett – overseas cricketer (Oct – Dec only)
25. Cricket NSW confirming details of Marsh Insurance (formerly JLT) and Certificate of Currency can now be obtained

**Moved:** H Millen      **Seconded:** P Ness that the Correspondence be accepted.

**Carried**

**Matters Arising from Correspondence:**

Item 6 – Stuart reminded members of the new helmet policy which will be mandatory from 2020-21 season. S Ashby enquired as to whether we would consider purchasing helmet clads which cost around \$12.00 each. Held over for August meeting

Item 9 – Appointment of Child Protection Officer – S Owen will be attending Information Seminar. P Ness will approach Michael Kennedy to see if he will fill the role for both juniors and seniors. It was agreed that continuing with one register administered by the junior committee would be preferable

Item 17 – Paul has requested approval to purchase an additional 15 pairs of coloured trousers and 12 pairs of clads

**Moved:** L Egan      **Seconded:** S Owen that we approve this purchase.

**Carried**

Item 18 – Treasurer has advised that balls will be approximately \$2.00 cheaper. Added advantage is we collect balls from CCCA only when needed and pay them at the time, reducing our up front expenditures and stock on hand.

**Moved:** L Egan      **Seconded:** P Ness that we purchase cricket balls for the 2019-2020 season from the Central Coast Cricket Association      **Carried**

Item 22 – P Ness, S Owen, H Rao all indicated that they would attend. Peter believes Ed Haverkamp will go and Stuart will ask Garry Crowe to attend as well

Item 24 – James and Sam aren't convinced this is genuine plus only a 3 month stint is not ideal

Item 25 – Secretary will arrange registration and Certificate of Currency

**Treasurer's Report:** No written report due to minimal activity being minor expenses for laptop battery and Department of Fair Trading forms lodgments' (A6 & A12). Plus term deposit maturity interest and renewal for 4 months (\$10k).

**Moved:** N/A    **Seconded:** N/A      that the Treasurer's Report be accepted.      **N/A**

### **SUB COMMITTEES, DELEGATES & OTHER REPORTS:** **(initial formation and appointment)**

**Selection Committee:** (????????????????????)

1. Secretary to call for nominations for appointment at August meeting
2. G Crowe advised he will stand again for Chairman's role if appointed as a selector

**Practice Committee:** (E Lulham, S Owen, J Smith, S Ashby, P Moriarty - TBC)

1. Secretary has received advice from CCCA that the only restriction on use of our Home Grounds for training and playing is a usage cap of 35 hours per week, per ground. This now provides flexibility to re-schedule washed out training sessions. During pre-season from September 1<sup>st</sup> we cannot use a ground if it is still being used by a winter code.
2. If we wish to start using a non-booked ground regularly (eg., Maidens Brush Oval) we would need to seek approval to ensure our right to use it ahead of others.

**Player Liaison Officer:** (J Moriarty - TBC)

**Child Protection Officer:** L Egan suggests we list in reports so it's not overlooked. Ideally will be same person that holds the role on the Junior Sub Committee. As noted earlier, P Ness will approach M Kennedy. Peter also stressed that we make people aware that the PLO (player advocate / representative) and CPO (mediator) have entirely different purposes.

**Retention and Recruitment Committee:** (H Rao, J Smith, S Ashby)

1. G Crowe will not be sitting on this committee.
2. S Owen advised the lads that they could bounce any ideas off other committee members. The function of this committee is primarily to be alert to signs that players may not be happy and we may be at risk of losing them and to promote our club to others that may be interested in joining.

**Ladies Cricket Coordinator:** (S Anderson)

**Turf Wicket Committee:** (Sam Ashby, J Moriarty, J Smith)

1. L Egan has handed keys to amenities, roller, container and sightscreens to Sam, and advised him of remuneration, and that Treasurer will be in touch to discuss payment schedules, etc.
2. L Egan suggested we paint one side of sightscreens black given more white ball cricket is being played. Others have had the same thought. Agreed to proceed down this path. Les will talk to John Moriarty to see if he would like to drive this task.

**Gear Steward:** (P Moriarty - TBC)

**NWJCC Delegate:** (P Ness)

1. Arrangements for new season are coming along well. Thanks to Hamish for assisting with the setup of the online registration system
2. Leonie Callaghan & Wendy Weir (former Australian female test players) have been appointed as junior Patrons. It is hoped that they will assist with further growth in female participation.
3. We have a number of juniors who have made representative teams. Full details are on Facebook.
4. Peter is working towards filling key committee positions

**CCCA Delegates:** (S Anderson and L Egan) (Alternates to be advised as required)

1. Secretary has advised CCCA that as S Owen is a CCCA Executive Committee member we have appointed S Anderson as a permanent delegate to avoid any conflict of interest.
2. Les may not be able to attend all delegates meetings but will ensure a suitable replacement attends or a proxy is lodged.

**Social, Sponsorship & Fundraising Committee:** (S Jordan, E Lulham, J Smith, S Owen, S Anderson, J Moriarty, D Stapleford)

1. Sue advised that preparations for the new season are well underway with the majority of committee meeting before this meeting. A number of ideas have been put on the table which will be formalized and put before the next meeting.

**Grants Officer:** (L Egan)

Pete Ness advised that he would like to step back from this role but will be happy to assist if needed.

**Publicity Committee:** (????????????????????????????)

1. Lengthy discussion took place around our current efforts and possible additional and new avenues of publicity.
2. The upcoming sports marketing event may also provide some ideas to consider
3. Given the varying views, and other issues (new website) in the pipeline, it was agreed that no outcomes would be reached at this meeting.
4. Direction for this is that those interested in contributing, and attending the sports marketing event, arrange to meet separately with a view to forming the subcommittee and presenting a plan to the August meeting. This will capture some of the thoughts conveyed by Himan under General Business item 4.

**Webmaster:** (G Crowe) Himan has some IT experience an expressed an interest and will contact Garry.

**General Business:**

1. P Ness advised that there was reference to an Early bird fee discount on the online registration portal. It was agreed we would not offer this. Hamish will arrange to have it deactivated
2. P Ness had asked via email if we were aware of who gets online payment processing fee. His concern is that, as well as having control of how we operate our sign up and payments taken away, there is a further deduction from player fees. Consideration will need to be given to either absorbing or passing on these charges.
3. L Egan will call for 1<sup>st</sup> Grade Captain and Selectors applications to be considered at our August meeting
4. Himan Rao has been considering a number of areas around player engagement, club visibility through web searches, Instagram / Website, Umpire cameras, GoPro, Video Recording of games. It was agreed that all these have merit and are worth pursuing but some, mainly the last 3, would be longer term ideas and need buy in from 3<sup>rd</sup> parties and could be cost prohibitive. Initially we are happy to proceed with Google Search enhancement to improve web visibility and promotional flyers.
5. Himan handed out price lists for his equipment supply business and enquired as to level of exposure he could obtain and sponsorship he could offer. P Ness outlined, for our new committee members, our policy of not having 2 similar sponsors on the books. Currently we have some arrangements with Everything Sports. Stuart will discuss this further with Himan for further consideration next meeting

6. It has come to our attention that the Junior to Senior Fee discount of 50% approved on 6/9/2018 had not been applied. Treasurer has requested that a determination be made as to whether we refund those eligible.

**Moved:** P Ness      **Seconded:** S Jordan that the discount should be applied to those who qualified and given as a refund or deduction from this season fees as deemed appropriate by the Treasurer      **Carried**

7. The Treasurer also asked that consideration be given as to whether this discount would apply to this season. L Egan reminded members that Active Kids program, student fee rate and family discounts should all be considered prior to making a decision. In addition the process is becoming very complex. It was agreed to ask the Treasurer for a costing for providing the discount with a view to a decision being made at the August meeting.
8. Stuart asked that to hopefully improve the process, subcommittees submit a 5 point report for inclusion in the monthly meeting Agenda. The aim is for all to have a little more prior knowledge of items for discussion. Secretary will send notice of meeting and a request for reports a week before the meeting and distribute the Agenda on Monday prior to the meeting.
9. S Owen confirmed for P Ness that he didn't require copying in on general discussion emails amongst members unless they thought it necessary or required his input.

**Meeting Closed:** 9.27pm

**Upcoming Meetings**

Committee of Management Meeting – Thursday, August 1st, 2019 at The Grange at 7.30pm

Attachment “A”  
Ongoing items for attention

| <b>Issues Due for Completion or Update</b>                         | <b>Responsibility</b> | <b>Complete By</b> |
|--|-----------------------|--------------------|
| Call for 1 <sup>st</sup> Grade Captain and Selectors applications  | LE                    | 08/07/2019         |
| Check if M Kennedy will act as Child Protection Officer            | PN                    | 11/07/2019         |
| Ball order to CCCA   | PM                    | 22/07/2019         |
| Details of defaulters to CCCA                                      | PM / LE               | 27/07/2019         |
|  |                       |                    |
| Alan Davidson Park Net project update                              | LE                    | 01/08/2019         |
| Follow up CCCA for response on Duckworth Lewis suggestions         | LE                    | 01/08/2019         |
| Update on Gavenlock Oval wicket levelling                          | SO                    | 01/08/2019         |
| Follow up removal of Code of Conduct breach points from COTY       | LE                    | 01/08/2019         |
| Progress report on new website                                     | GC                    | 01/08/2019         |
| Finalise Publicity committee members and plan of action            | SO                    | 01/08/2019         |
| Setup website to enable reviews – ask members to review            | HR / LE               | 01/08/2019         |
| Organise promotional flyers and distribution with Juniors          | HR                    | 01/08/2019         |
|  |                       |                    |
| Organise painting of sightscreen with J Moriarty                   | LE                    | 05/09/2019         |
| Policy document review – to reflect changed Constitution & By Laws | SA / PN               | 05/09/2019         |
| Request Council to steam clean entire amenities area               | LE                    | 05/09/2019         |
| Buddy System rollout update  | GC                    | 05/09/2019         |
| Advise members of the provisions of the COTY incentive             | LE                    | 30/09/2019         |
|  |                       |                    |
| COTY = Club Of The Year (incentive program)                        |                       |                    |