Boomerangs Minutes

Mayfield Boomerangs Baseball Club

*Date | time* 5/12/2023 | 7:00 PM |*Meeting called to order by* Jason Picot (President)

# In Attendance

**Attendees:** Jason Picot (President), Grant Harris (Vice President), Jake Bramble (Secretary), Josh Voigt (Assist. Secretary), Matthew Reeves (Treasurer), Joel Pettigrew (Assist. Treasurer), Chris Frank, Jane Frank, Tanya Picot, Ann Voigt, Rob Voigt, Kerrie Metcalfe, Elaine Scotney, James Foster, John Mossop, Josh Neville

**Apologies:** Megan Gleeson, Stephen Petherbridge, Virginia Petherbridge

# Approval of Minutes

* N/A

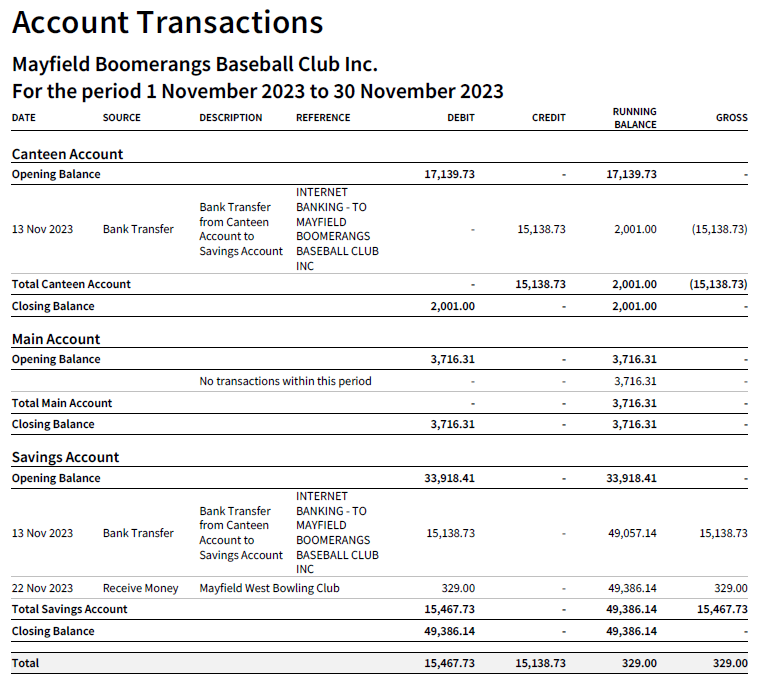
# Business Arising from Previous Minutes

* N/A

# Correspondence

* + - * Note: Correspondence not presented to committee
* 15th Nov – NBA: Game days and times to be discussed by club committees and return feedback
* 15th Nov – NBA: Save the date. 2024 Season Launch: Friday 22nd March
* 20th Nov – NBA: forwarded updated contacts for BNSW
* 20th Nov – NBA: Sent a copy of their annual report
* 23rd Nov – BNSW: Sent a callout for expression of interest for women’s coaches.
* 27th Nov – BNSW: reminder to register volunteers on to GameDay
* 30th Nov – Jacqui Mackey CN Council: sent information regarding new grant approval and application process.
  + In summary, the revision is around a **biannual call for proposed community projects for the next 12 months**, to be known as Notice of Intents.  Notice of Intents will be called in **November and March** of each year.
* 4th Dec – Jacqui Mackey: information regarding the Winter Sports License.
* 4th Dec – Services NSW: sent info regarding Active kid’s voucher. We will have to apply for next years before Feb.

# Treasurer’s Report



Moved: Jason Picot | Seconded: Grant Harris

# NBA Report

* N/A

# Agenda

* **Announcement of the new board whilst thanking the previous contributors**
  + - * Jason welcomed new board members.
      * Notice of new members to be advertised to club via socials, website and email (Elaine & Jake)
      * Thank you profiles of long-serving committee members to be made (?)
* **Treasurer Handover**
  + - * Discussion had about progress of handover from previous treasurer to current treasurer
      * Ann (previous treasurer) and Virginia (previous Assist. Treasurer) to remove personal links from accounts and handover IPad/Square reader as soon as convenient.
      * Matt (treasurer) had visited Greater Bank, has most forms complete for transfer of signatories.
        + Matt to arrange with relevant members to gain information required to complete forms
      * New card holders for 2024 season decided upon
        + Main account: Matt Reeves, Ann Voigt
        + Canteen account: John Mossop
      * Joel (assistant treasurer) to be listed as a signatory for reimbursement purposes only—no debit card
* **Slack**
  + - * Joel provided information about slack.
      * Decision made to trial slack for formal communication and create a Facebook messenger chat (Jake) for informal communication
      * All committee members to seek other potential management platforms that answer for slack shortcomings (clearing of history after 90 days)
* **Goals**
  + - * Grant raised need to create and measure goals for various areas of the club’s running to promote long term success and improvement
      * Categories
        + Infrastructure
        + Junior Development
        + Governance/Financial
        + On-Field Performance
      * Jake to create a goals channel on Slack and input goals identified.
      * All committee members to consider any goals they believe are important and update slack channel accordingly.
      * Progress of goals to be tracked throughout year to identify whether they are being met
* **Advert EOI Coaches - Seniors & Juniors**
  + - * Jason posited that a coaching wish list for senior teams is necessary to target coaches.
        + Joel, Jake, Grant, Matt, James, Josh V, Josh N to put feelers out to rest of major league paying group to create wish list of potential coaches to target
      * Elaine to put together an expression of interest post for socials
  + EOI to include incentives & expectations for coaches - coaching expenses/accreditation will be paid for, coaching helmets provided and discounted fees for playing coaches
    - * Ann identified that we have 3 internal EOI for junior teams already locked in
* **RSA Course**
  + - * Joel in contact with RSA provider who delivers a free course
      * 4-hour course commitment. Minimum 20 people
        + If cannot fill 20 spots, seek other clubs etc.
      * Joel to find dates of availability for the course in late February/early March
        + Then Jake & Elaine to publicise on socials and via email
* **NBA Proposed Game Times/Days**
  + - * Discussion about committee preference of options provided by NBA
      * Some factors for consideration identified
        + Warmup space for senior teams is lacking on Saturdays due to soccer
        + 3 senior games on same day does not leave a lot of time for juniors. They will be early starts.
        + 1st, 2nd, 3rd grade allows for greater player development and appropriately skilled players backing up
        + There are significantly more minor league teams and many do not have home grounds
      * Megan provided feedback via email
      * Jake to create Facebook Messenger poll
      * Jason Picot to clarify further questions with Duane to assist committee with voting preferences
* **Come & Try Dates & Equipment**
  + - * Discussion regarding come-and-try dates and pre-season training
      * Decision made that come-and-try days/pre-season will be held each Sunday and Wednesday of February & March.
        + Friday: Juniors 3:30pm – 5:00pm ; Seniors 5:30pm – 7pm
        + Wednesdays: Returning seniors only 5:00pm – 7:00pm
      * Jake & Josh to book ground in with council for pre-season and in-season
* **Stocktake of Club Equipment**
  + - * James Foster & Josh Neville appointed role of gear stewards
      * Matt to send last year’s equipment inventory to James and Josh to identify any depleted/missing stock
      * Jake to create Slack for gear steward communications
* **Defibrillator**
  + - * Committee identified that defibrillator needed replacing. Un-serviceable.
        + Club ineligible for current council grant.
      * Jane to reach out to her contact for potential free/discounted defibrillator.
* **Website Review**
  + - * Discussion whether website was necessary/too expensive.
      * Decision made to keep website for 2024 season with potential to discuss further with traffic analytics/registration benefit in the future
* **Document Storage**
  + - * Discussed making a transparent documentation storage for documents such as meeting minutes, general club information etc.
      * Josh V to make a communal google drive
* **Return & Earn**
  + - * Matt suggested a return and earn initiative to raise funds for club
      * Matt to update return and earn club account and notify Elaine when ready to publicise
      * Matt to look into possible suburb restrictions
      * Elaine to publicise via socials when notified
      * Return and earn fundraising to go towards Junior equipment. Unopposed.
* **MWBC Christmas Markets & Flyers**
  + - * Ann to bring food, drinks, condiments, utensils, square reader and IPad on Friday 8th for event
      * Grant and Jason to start BBQ at 4pm. Other volunteers to relieve as they arrive later
      * Joel to organise creation of boomerangs flyer to hand out at the event. Grant to pick up printed flyers from Joel and bring to event.
* **Letter to sponsors**
  + - * Elaine to create a thank you letter & certificate of appreciation to send to sponsors. Jake to send thank you letter and 2023 year book via email when ready.
        + Certificate to have 70th anniversary logo added, framed and delivered in-person to sponsors
      * Joel to create a small hamper for sponsors also. Include 70th anniversary coasters in hamper.
        + Ann to bring 70th coasters to Friday event
* **Target New Sponsors**
  + - * Discussion had about how to target new sponsors for 2024 season
      * Tier sponsorship approach similar to last year.
        + Jake to send tier document used last year via email and slack to committee members
      * Focus on having an exclusive benefit for top-tier sponsors to encourage sponsorship competition and more value for sponsors
      * Cut-off date for new 2024 sponsors to be 1st of March to allow adequate time to deliver.
        + Creating banners etc.
* Identification of a need to personally call previous sponsors for personal thankyou to encourage re-sponsorship in 2024
* **Winter sport application**
  + - * Jake and Josh to complete application for field.
        + To include rough numbers for junior and senior training attendance
      * Jake and Josh to look into costs for adding another training day throughout the year to split Major league and Minor league. To also look into an extra day fortnightly through the week
* **Liquor Licence**
* Jason to follow up agenda item with Stephen
* **Appointment of an Event Coordinator**
  + - * Jane Frank was appointed the Event Coordinator
      * Discussion about getting on top of events early for ample time to organise. Jane to create a club calendar
      * All members to think of possible junior and senior events and let Jane know. Some possible events identified:
        + Comedy for a cause
        + Golf day
        + Barefoot bowls MWBC
* Elaine spoke with Jackie from MWBC. Jackie wished to thank all clubs involved with MWBC and asked if we would like to continue partnership in 2024.
  + Jackie asked that clubs book their events early, make better communication with the kitchen
* **Gamechanger**
  + - * Megan – emailed that she will be happy to help mentor anyone who wants to learn about how to use Gamechanger
      * Discussion about subscribing to Gamechanger
        + Jason to clarify Gamechanger issues with Megan about scoring Junior games
        + Jason to look into purchase of a wi-fi modem from Optus (Johnny) to run Gamechanger at home games
        + Possibility to ask for old tablets/IPads
      * Decision made to subscribe to Gamechanger as a club for 2024.
        + Matt to purchase subscription when treasury handover complete
* **Christmas Get Together**
  + - * Jason has arranged a casual club Christmas get together @ MWBC on 15th December, 5pm til late
        + Elaine to publicise on socials
        + Jake to email whole club to publicise

# General Business

Josh V –

* Proposed putting in a Boomerangs team to compete at Tamworth 2024
* Josh to look into accommodation possibilities and chase up interested players

Rob –

* Proposed creating an EOI for canteen supervisor
* Elaine to make an EOI and send out on socials

Ann –

* Brought up possibility of a monetary contribution to be given to a junior player (Hamish) who has been selected into the U18 Country Baseball Team competing at Australian Youth Championship
  + Committee discussed and agreed on donating 50% funds raised by raffle next Friday 8th + $250. Capped at $500.
    - * Banner for sponsors
  + Jake to add to next meeting’s agenda
    - * Suggested that executives make an effort to be seen in club uniform for professionalism

John –

* + - * Proposed go-fund-me donation for a close relative of Boomerangs Life Member Glenn Trubody.
        + Discussed and decided on $250 donation to be donated on behalf of the club.
        + Jake to send Matt go-fund-me account details and Matt to arrange donation

Joel: -

* + - * Informed committee that a draft budget will be created this week
        + All committee to suggest potential items relating to budget
      * Enquired about club-fee registration component for budget
        + Discussion had regarding reducing club fees
        + Joel to create draft budget with hypothetical values and compare club income surplus and inform committee with draft budget.
      * Batting tunnel update – Infrastructure construction must now be completed by council. Joel proposed purchasing a temporary batting cage.
        + Committee to seek possibilities/quotes for temporary batting cage

Elaine:

* + - * Contacted Modus for possible event. Modus able to accommodate with sufficient notice of a date and time
      * Contacted bunnings for a possible sausage sizzle fund raiser
      * Brought up 2024 events calendar. Can also track these events via Asana
      * Committee discussed possibility of using last years event dates as a starting reference

Kerrie:

* + - * Enquired about dates for next NBA meeting. Details unknown at present time.

Grant:

* + - * Encouraged committee members to send future items for discussion to be included in agenda to streamline and improve meeting efficiency

Jason

* + - * Encouraged committee to attend upcoming events on Friday 8th & 15th of December

Jake

* + - * Short discussion of correspondence.
        + Jake to add committee members who wish to receive all important correspondence to Slack channel
      * NBA save the date 22nd of March

# Actions Arising (Summary)

All Members:

* + - * To seek other potential management platforms that overcome shortcomings of Slack
        + By next meeting
      * To consider club goals for various areas of the club’s running to promote long term success and improvement
        + Ongoing/By next meeting
      * To suggest potential items to add to 2024 budget via slack
        + Before next meeting
      * To seek possibilities regarding temporary batting cage
        + ASAP

Senior Playing Group:

* + - * To communicate with other players regarding coaching target list
        + ASAP

Jason:

* + - * To clarify Elaine’s questions regarding 2024 NBA proposed game day scenarios with Duane to assist committee voting preferences
        + ASAP
      * To volunteer BBQ duties at event from 4pm Friday 8th December @ MWBC
      * To follow up Liquor License agenda item with Stephen Petherbridge
        + Before next meeting
      * To clarify Gamechanger issues with Megan regarding the scoring of junior games
        + Before next meeting
      * To inquire about purchasing a wi-fi modem from Optus (Johnny) to help run canteen and Gamechanger
        + Before February 2024 pre-season

Joel:

* + - * To contact RSA provider to find potential available dates for course in late February/early March
        + Before February
      * To create boomerangs flyers for event on Friday 8th December and give to Grant
        + Before Friday 8th December
      * To create small hamper for 2023 sponsors.
        + ASAP
      * To create draft budget with hypothetical figures regarding club-fee registration component and present to committee
        + Before next meeting

Josh V:

* + - * To book ground with Jake. 2 applications: pre-season and in-season
        + ASAP
      * To create a google drive for important club document storage
        + ASAP
      * To investigate costs involved for adding another training day throughout the season with help of Jake. To also look at a second training day each fortnight option.
        + ASAP
      * To look into accommodation and interested players regarding Boomerangs Tamworth team
        + When convenient

Jake:

* + - * To provide notice of 2024 committee members to club via email
        + ASAP
      * To create a Facebook messenger chat for informal communication within committee
        + ASAP
      * To create a goals channel on Slack
        + ASAP
      * To advertise RSA course via email
        + When dates provided by Joel
      * To create poll on Facebook Messenger regarding 2024 game day preferences
        + ASAP
      * To book ground with Josh V. 2 applications: pre-season and in-season
        + ASAP
      * To create Slack channel for gear steward communication
        + ASAP
      * To send thank you letter and 2023 yearbook to sponsors via email
        + When letter is complete
      * To send sponsorship tier document to all committee members via email and Slack
        + ASAP
      * To investigate costs involved for adding another training day throughout the season with help of Josh V. To also look at a second training day each fortnight option.
        + ASAP
      * To email club members regarding Christmas get together via email: 15th December @ MWBC
        + ASAP
      * To add sponsorship banners to next meeting’s agenda
        + Before next meeting
      * To send Matt details regarding go-fund-me account to arrange donation
        + ASAP
      * To add committee members who wish to receive correspondence to Slack channel
        + ASAP

Elaine:

* + - * To provide notice of 2024 committee members via socials & website
        + ASAP
      * To create socials post regarding EOI for coaches. Including incentives provided and club expectations of coaches
        + ASAP
      * To advertise RSA course on socials
        + When dates provided by Joel
      * To post return and earn initiative on socials
        + When confirmation received by Matt
      * To create a thank you letter and certificate of appreciation to send to sponsors. Certificate to include 70th anniversary logo. Send to Jake to email sponsors when complete
        + ASAP
      * To publicise Christmas get together on socials: 15th of December @ MWBC
        + ASAP
      * To post an EOI for canteen supervisor role on socials
        + ASAP

Grant:

* + - * To volunteer BBQ duties at event from 4pm Friday 8th December @ MWBC
      * To pick up flyers from Joel before Friday 8th December and bring to event

Ann:

* + - * To remove personal links from monetary accounts and handover IPad and square reader to Matt
        + ASAP
      * To purchase and bring food, drinks, condiments, utensils, square reader and IPad to event on 8/12/23
      * To bring 70th anniversary coasters to MWBC event on 8th December for sponsors hampers being created by Joel

Virginia

* + - * To remove personal links from monetary accounts
        + ASAP

Matt

* + - * To arrange change over banking forms to be completed with relevant members
        + ASAP
      * To send 2023 equipment inventory to James and Josh N
        + ASAP
      * To update return and earn account information and notify Elaine when ready to publicise return and earn initiative. Also to look into potential limitations regarding suburb return restrictions
        + ASAP
      * To purchase Gamechanger subscription
        + When treasury handover complete

Jane:

* + - * To reach out to her contact and seek possibility of club attaining defibrillator
        + Before next meeting
      * To create a club calendar for event planning and update accordingly
        + Before next meeting/ongoing

# Next Meeting

[09/01/2024 | 7pm] , Mayfield West Bowling Club

Motion to adjourn was made at 9:22pm and was passed unanimously.