WA Athletics Officials Club Inc.
Committee Meeting

Date: Wednesday, 10 January 2018
Time: 6.38 pm
Venue: Training room
Department of Sport and Recreation
Leederville

1. WELCOME
Lindsey, President, welcomed members

2. ATTENDANCE
Lindsey Glass, Matthew Vine, Jennifer Wheatley, Marie Fitzsimons, Bev McCagh, Max Sulejmani

3. APOLOGIES
Bernadette Hennighan, Marion Buchanan

4. MINUTES FROM PREVIOUS MEETING
The minutes of the previous reconvened meeting, 22.11.2017 were distributed to members and discussed.

The meeting confirmed the minutes as being a true and accurate record

- proposed by Matt, seconded by Marie – All in favour? PASSED

MATTERS ARISING
- Lindsey and Marion met with Danny Kevan (LAWA representative) and discussed the proposed contract, need for minor adjustment, contract signed for the period November 2017 – April 2018, generally as LAWA requested, payment of $1,500 per month. Member commitment involves, visit to LAWA centres, on-site training, report back to LAWA and the centre, Marion will be the point of WAAOC contact. Members discussed and suggested a template be developed to assist in preparing report
- consider presenting Kylee with thank you card and outline MPIO role, perhaps at Track Classic

5. CORRESPONDENCE
Inward
- Stephen Stingemore, minutes for Clubs meeting Thursday 5 December 2017
- Stephen Stingemore, Club Presidents, volunteers to support a Call Room for State Championships
- ANZ bank, online payment approval
- Associations Newsletter, reminder of 18 months left for the constitution transition period

Outward
- WAAOC, proposed agenda items for Clubs meeting, 28.11.2017

The correspondence received and sent confirmed as a true and accurate record

- proposed by Max, seconded by Bev - All in favour? PASSED

6. REPORTS

a. President

- items that have arisen include the timing and conduct of State Championship event; rules and regulations for the State Championship events, such as All Schools; acknowledge the passing of Nikki – wearing of black armbands at the Track Classic, WAAOC Facebook acknowledgement, shared with AA and some LAWA Centres

b. Treasurer

- account statement for December 2017 balance tabled showing $2,982.90
- costs include flowers $15 - (Toni) and MPIO training course fee $60 – (Kylee)

c. Education Officer

- although absent for the meeting, Marion has forwarded the following information – With the Officials club now working with LAWA to provide visits and mentoring to Little Athletics Centre's, this is what has been agreed to as part of the arrangement:

  Visit 8 Centres

  So far the following centres have been visited; Ridgewood (Marion), Joondalup (Marion), Bunbury (Lindsey). The following centres need to be contacted and a roster be established, Gosnells (Jen), Dale (Jen), Eastern Hills (Marion – intend to visit early Feb), Kwinana (Fiona), Peel (Fiona), Hammersely (Lindsey). Marion intends to make a visit to Baldivis. If members wish to make a visit to a Centre not listed, please feel free to do so.

  LAWA have advised Centres that this program is occurring so the people responsible need to simply make contact with the relative Centre President and let them know the day of your intended visit. It is suggested that you ask them if there are specific areas that they wish to have addressed.

  As part of the visit we are asked to identify Officials/volunteers interested and prepared to participate at State Championship events, and as such complete the online nomination form or confirm with LAWA their availability.

  A report of each visit is to be completed and forwarded to Marion, the coordinator.

  LAWA have requested one central point of contact and Marion is happy to take on the role, and in her absence Jennifer will fill in. It is therefore important that each member does not make direct contact with LAWA in regards to visits and Officials/volunteers.

  Prepared by Marion
- a Walks seminar and out-of-stadia seminar are proposed for May 2018

  Action 01/18: Lindsey to arrange with Marion temporary hand over of LAWA Officials contract during her absence

d. Governance – at the 2017 AGM, AWA presented and adopted the new constitution. Fiona, Jen and David to meet in April to develop a revised constitution for the Club to align with the new Associations and Incorporations Act 2015 and the up-dated AWA constitution

e. Social committee

- social event be organised to celebrate the conclusion of season, details to follow – tentatively set for Sunday 25 Feb 2018 - day of the Queens baton relay

  Action 02/18: PDF copy of minutes for all previous meetings email to Matt for placement on WAAOC website

f. Membership officer

- extra members recently, approximately 30 members
- 50 copies of membership forms to be printed and be ready for circulation

g. Social media:

- promotion of extensive information on the Club website

h. Rules

- -

i. Technical

- -

7. CLUBS MEETING

- held at WAAS Tuesday 5 Dec 2017 – 10 clubs in attendance
- members present agreed that a minimum of 6 Clubs required for a quorum
- rotation of Officials through Referee and Chief roles
- definition of 'competition area' concern expressed by members of possible safety/dangerous situations that may arise with spectators on or close to the track
- provision of competition equipment should be at a minimum standard (as athletes pay)
- AWA to promote WWC requirements on website and with Clubs, to date no contact

8. GENERAL BUSINESS

- Club pin – quote provided by Max (via contact Ante) to produce and provide 300 Club pins, with WAAOC logo (colour), 200 butterfly pins and 100 magnets - 25mm x 18 mm, three weeks for delivery
- Members discussed cost per unit, design, quality, colour, size, and recommended that the Club proceed with an order of 300 Club coloured pins at $1.50 each

    - proposed by Lindsey, seconded by Marie – All in favour? PASSED

- the program and timing of the WA State Championships – especially the Athletics WA State 10Km Walks Championship, 10,000m and 5,000m runs, State relays, and the State Combined events – were discussed at length by the members. Officials strive to provide a fair and well conducted event however, at these events Officials were required to officiate at 'short notice', late at night at the end of competition and for some after a day at work and difficult to understand why 'long' events would be scheduled at the conclusion of the program. Issues for athletes included limited lead in time for each event, difficult for athletes to plan and prepare to compete, long wait by competing athletes at the stadium for event to get under way (up to 5 hours), no start time advised, except 'after the last track event' – late at night, athletes not provided with optimal competition conditions and often a lack of atmosphere for these State events as there is no audience. It was noted that at least one athlete was seeking a qualification time for international competition.

  Action 03/18: proposed by members that a letter be sent to AWA CEO, Operations Manager, and Chair of Board, to outline concerns raised by WAAOC members and meet to:

    - review the 2017-18 season
    - plan for Championship events
    - discuss possible revisions for programming of these events into the 2018-19 season
    - offer the expertise, skills and knowledge of experienced Officials

9. NEXT MEETING

Wednesday 7 Feb 2018 (TBC)

10. MEETING CLOSED

Thank you **Marie** for providing finger food during the meeting. It was definitely appreciated.

Being no further business, meeting declared closed at 9.00 pm

ACTION

Action No.	Action by	Action	Status
03/18	Jen	letter to AWA CEO, Operations Manager, and Chair of Board, to outline concerns and issues identified by WAAOC members at WA State Championship events	
02/18	Jen and Matt	PDF copy of minutes for all previous meetings email to Matt for placement on WAAOC website	
01/18	Lindsey	Lindsey to arrange with Marion temporary hand over of LAWA Officials contract during her absence	
05/17	Jen	develop list of proposed agenda items for Clubs meeting, as discussed, for committee review and send to AWA prior to COB November 30	complete
04/17	Jen	send note/card to thank Kylee for participating in the MPIO training program, and develop an appropriate way to notify members of the role	
03/17	Jen	provide a copy of the Club's AGM minutes and the financial report/bank statement to the treasurer	complete
02/17	Lindsey and Marion	arrange a suitable time and place to re-negotiate aspects of the LAWA submission	complete
01/17	Lindsey	send the Club logo to Matt	complete