

## MINUTES

Agenda Item		Discussion Points/Attachments	Action
1	Attendance & apologies	<p>The meeting commenced at 7.00pm</p> <p><b>Present:</b>          Robyn Kuhl (RK), Ben McRobb (BM), Ian Phipps - President (IP), Paul Prindiville (PP), Sophie Row (SR)</p> <p><b>Apologies</b> – Kamie Ang (KA), Darrel Fox (DF)</p>	
	Welcome to new Staff Members	<p>The VWA Board welcomed David Smith (Marketing and Communications Coordinator) and Jackie Tamburri (State Teams Coordinator).</p> <p>David Smith also provided an overview of the new VWA website which is to be released shortly (most likely at the end of February / early March).</p> <p>The VWA Board also discussed matters pertaining to the possible new name of the 2018 AVL teams with both David and Jackie. Please refer to Section 4.6 in regards to the further VWA Board discussion and decisions made in relation to this possible change.</p>	
2	Minutes from Previous Meeting	<p>It was resolved that the Minutes of the meeting held on 11 December 2017 be adopted as a true and correct record.</p> <p>All in favour – Carried</p>	
3	Strategic Planning 2018 - 2021	<p>The VWA Board noted the following correction to the VWA Strategic Plan;</p> <p>Participation Outcomes: Provide volleyball opportunities for CaLD, Disability, and <i>Aboriginal and Torres Islander</i> community groups.</p>	

		The VWA Board also noted the Comparative Data report as aligned to the statistical outcomes included in the Strategic Plan.	
4	Business Arising from the previous meeting	<p><b>4.1 The Beach Development Project (The Hub)</b>                      RK noted that 141 individuals had attended in December 2017 and 164 in January 2018.</p> <p>RK noted that the Food Licence was now complete and approved by the City of Vincent. RK noted that the process had now commenced for the application for the Liquor Licence.</p> <p><b>4.2 2018 AJBVC / National U23's / ATA Beach Tour (Volleyball by the Bay)</b>                      RK noted that the planning for this event was ongoing and that four staff had attended Bunbury to visit the now completed competition site, and to meet with the City of Bunbury, the South West Leisure Centre, Bunbury Volleyball Association and Bunbury Indoor Beach.</p> <p>RK also noted that at this stage the EOI's for the AJBVC had indicated that we would most likely have 137 – 138 teams competing in the event, this would indicate an increase of approximately 40 teams from the 2017 competition. From a VWA perspective 75 athletes had been selected into the squad phase for AJBVC and the U23's – this being a total of 34 teams in U15, U17, U19 and U23's.</p> <p>RK noted that the DLGSC CSES grant application had been successful and VWA had been successful in securing a \$10,000 grant. The VWA Board requested a further update at the next VWA Board meeting.</p> <p><b>4.3 CRM / Fortix / VA / Scoring App</b>                      The VWA Board noted that there was no further update in regards to this project.</p> <p><b>4.4 Home of Volleyball</b>                      RK noted that the Feasibility Study had commenced and would be completed in May 2018.</p> <p><b>4.5 Indoor Beach Volleyball Federation (IBVF)</b>                      The VWA Board noted that a meeting will be held on the 13 February for IBVF to provide information to VWA as to what areas they would like some assistance from VWA. The VWA Board</p>	<p>RK to provide an update at the next VWA Board meeting.</p> <p>RK to provide an update at the next VWA Board meeting.</p> <p>RK to provide an update at the next VWA Board meeting.</p>

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		<p>welcomed him to his new position.</p> <p><b>4.8 Volleyball opportunities</b></p> <p>The VWA Board meeting noted the updates as provided in the VWA Participation and Development report. RK noted the following additional information;</p> <ul style="list-style-type: none"> <li>• The City of Joondalup had progressed the Public Open Spaces document to the position that the staff had recommended that the City purchase two sets of posts for two courts at Sorrento Beach.</li> <li>• Initial discussions had commenced with Bowls WA and two Bowling Clubs in the Perth metropolitan area in relation to possible use of their un-used courts for beach volleyball courts.</li> <li>• At the request of the City of Cockburn, VWA had submitted an EOI for the management of Visko Park (four beach courts). RK also noted that this had been conditional pending the submission by the City of Cockburn in regards to the rent for the premises and the supply of equipment for the facility.</li> <li>• The VWA Board requested an update in regards to these activities at the next VWA Board meeting.</li> </ul> <p><b>4.9 VWA Risk Register / Operational Plan items</b></p> <p>RK noted that at this stage no additional follow-up had occurred in relation to VWA Board succession planning.</p> <p>As per previous discussions RK tabled the VWA Board Governance Policy / Charter for discussion. It was agreed that BM would review this document in the first instance and table it at either the March or April VWA Board meeting for further discussion if required.</p> <p><b>4.10 VWA Workforce</b></p> <p>RK noted that at this stage the VWA office was exceedingly busy ensuring that the commencement of the 2018 volleyball activities were on target / schedule and planning for the month of April 2018, had commenced. RK noted that in this period there was the VWA AGM, Volley by the Bay (three events), the AJBVC Presentation Night and then WAVL commenced on the 4 May 2018, with WAVJL</p>	<p>RK to provide an update at the next VWA Board meeting.</p> <p>BM to review VWA Board Governance Policy / Charter and table it at a future meeting.</p>
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		<p>commencing the week (Friday) after.</p> <p>IP and RK noted there would be further discussion at the next meeting regarding the following work areas;</p> <ul style="list-style-type: none"> <li>• Additional support in relation to VWA Finance and Operational matters.</li> <li>• VWA Coach / Development Officer – particularly in relation to Spikezone clubs, CaLD projects and the possible management of the Visko Park facility (4 beach courts).</li> </ul> <p><b>4.11 VWA Committee Appointments</b></p> <p>The VWA Board ratified the appointment of the following Committee Chairpersons and thanked them all for their ongoing support and commitment to VWA.</p> <ul style="list-style-type: none"> <li>• VWA Beach Committee – Ben McRobb</li> <li>• VWA Coaching Committee – Paul Prindiville</li> <li>• VWA Junior Committee – Mike Dempsey</li> <li>• VWA Referee Committee – Dani Francis</li> </ul> <p>The VWA Board also ratified the appointment of Nick Bew (Albany Volleyball Association) to the Junior Committee as the Regional Representative.</p> <p>The VWA Board confirmed their agreement of the changes to the VWA Coaching Committee in relation to the Committee’s representation, these included the removal of the following specified positions;</p> <ul style="list-style-type: none"> <li>• Volleyball Coaching Presenter and / or AVL Coach</li> <li>• 2 x AJVC of AJBVC Coaches</li> <li>• 2 x Volleyball Teachers / University Lecturers</li> </ul> <p>and the inclusion of the following positions;</p>	<p>The next VWA Board meeting to discuss the work areas as listed.</p> <p>VWA to advertise the listed VWA Coaching Committee positions.</p>
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**VWA Board Meeting**

Meeting held at Volleyball WA

180 Charles Street, West Perth

12 February, 2018 at 7.00pm



		<ul style="list-style-type: none"> <li>• 2 x Community / Sporting Schools / Spikezone coaches</li> <li>• 1 x AVL, AJVC or AJBVC Coach</li> <li>• 1 x Volleyball Teacher / University Lecturer</li> </ul> <p>In relation to the VWA Beach Committee after discussion it was agreed that prior to advertising any vacant positions the VWA Beach Committee needed to review the Committee's Terms of Reference and provide feedback and recommendations to the VWA Board. BM and RK to provide an update at the next meeting.</p>	VWA Beach Committee to discuss the Committees Terms of Reference and provide feedback to the VWA Board.
5	VWA Staff Reports	<p>The Board noted the following reports;</p> <p><b>Operations and Support Section report</b></p> <p>The VWA Board approved the following VWA Policy;</p> <ul style="list-style-type: none"> <li>• VWA Awards Policy, which included new categories for the following; <ul style="list-style-type: none"> <li>• AVL MVP's (Male and Female)</li> <li>• International Player of the Year – Beach and Indoor</li> <li>• Champion Club – Beach</li> <li>• Volleyball WA Club of the Year</li> <li>• Coaching Awards for 10,15 and 20 years service to State Team / National Team coaching appointments</li> </ul> </li> </ul> <p>The VWA Board also noted the update in regards to the following Regional Accessible Education activities in Albany, Esperance and Narrogin.</p> <p><b>Participation and Development Section report</b></p> <p>The VWA Board noted the updated VWA FTEM Pathway document as approved by the VWA HP Review Group.</p>	

		All in favour – carried.	
6	Finance report	<p><b>6.1 Financial Reports / Budget Reports</b>            The VWA Board accepted and noted the reports (2017 and 2018) as tabled.</p> <p>RK noted that the VWA Auditor would be attending the VWA office in the week commencing the 26 February 2018.</p> <p>The VWA Board also noted the budget information as provided to the meeting. It was noted that this information would now enable the VWA staff to input this into the MYOB Financial system. It was also agreed that IP would investigate further the possibility of purchasing the CALXA system that would align with MYOB and allow for Job Cost Centre reporting. This was to ensure that the VWA Board are able to be provided with detailed financial information so as to ensure that tracking of all of the ‘job’ budgets could be closely monitored on a monthly basis. The VWA Board requested that IP provide an update at the next VWA Board meeting.</p> <p>All in favour – carried.</p> <p><b>6.2 AJVC &amp; AVL Payment Plans</b>            The VWA Board noted the status of the following payment plans;</p> <ul style="list-style-type: none"> <li>• Ky Landers (AJVC) – this payment plan is not on schedule and discussion has now been held with VA in relation this athlete.</li> <li>• Sophie Godfrey (AVL) – on schedule – the final payment to be made on the 16 February.</li> <li>• Waverley Burling (AVL) – on schedule</li> <li>• Holly Trpcevska (AVL) – currently listed as an unfinancial VWA member.</li> <li>• Cameron Dall (AVL) – complete</li> <li>• Jason Laverdure – on schedule</li> <li>• Shelby Maher – complete</li> <li>• Lewis McDonald – complete</li> <li>• Tenille Ryan – complete</li> </ul>	IP to provide an update at the next VWA Board meeting.



	<ul style="list-style-type: none"> <li>• Jackie Tamburri – on schedule</li> <li>• Zala Verbole – complete</li> </ul> <p>Given the number of payment plans, the VWA Board asked that these plans continue to be closely monitored.</p> <p><b>6.3 DLGGS grants (previously DSR)</b></p> <ul style="list-style-type: none"> <li>• <b>CSES Funding</b> – RK noted that this grant had been approved and the funding (\$10,000) had now been received by VWA.</li> <li>• <b>ARC Funding</b> – RK noted that VWA had received \$700 to assist with Committee training for Albany Volleyball Association.</li> <li>• <b>HP Coaching and Officiating Grant</b> – RK noted that VWA will apply for this \$5,000 grant, this will have a SS/SM focus in the areas of Sport Psychology, Nutrition and Strength and Conditioning. This application is due on the 28 February 2018.</li> <li>• <b>Targeted Participation Grant</b> - RK also noted that VWA would be applying for this grant of up to \$15,000 to assist with the delivery of CaLD programs for women in the Local Government Councils of Stirling and Canning.</li> </ul> <p><b>6.4 City of Vincent Grant</b>        RK noted that VWA had received a grant from the City of Vincent to host ParkVolley and Spikezone activities. It was noted that these activities would run on Fridays from the 23 February until the 4 May, 2018.</p> <p><b>6.5 City of Perth Activities</b>        RK noted that the City of Perth had hired the VWA free-standing volleyball net for 14 days (February) of volleyball activities at Cathedral Square in Perth. They had purchased four volleyballs to facilitate these activities, and they had also donated \$500 to the AVL teams for athletes to attend the clinics and corporate activities.</p> <p><b>6.6 VWA Healthway installment report</b>        RK noted that this was complete.</p>	VWA to closely monitor the athlete payment plans.
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7	General Business	<p><b>7.1 VWA Committee Reports</b></p> <ul style="list-style-type: none"> <li>• <b>VWA Coach Committee (22 January 2018)</b> PP and RK provided a verbal update to the meeting.</li> <li>• <b>VWA Referee Committee (29 January 2018)</b> RK provided a verbal update to the meeting. The VWA Board congratulated the following referees on their appointment to the forthcoming 2018 Commonwealth Games;           <ul style="list-style-type: none"> <li>• Brendan Buckley</li> <li>• Sam Delany</li> <li>• Derek Scales</li> </ul> </li> <li>• <b>VWA HP Review Group (6 February 2018)</b> PP and RK provided a verbal update to the meeting.</li> </ul>	

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		<b>7.2 Merger of Lotterywest and Healthway</b> The VWA Board noted the letter received pertaining to this matter.	
8	Date of next meeting	<b>12 March 2018</b>	