

9 December, 2019 at 6.00pm

MINUTES

	Agenda Item	Notes	Action
1	Attendance & Apologies	The meeting commenced at 6.30pm. Present: Mitchell Collins (MC), Susan Diver-Tuck (SDT – via Skype – departed 8.20pm), Matt Hodges (MH), Robyn Kuhl (RK), Ben Mc Robb (BM), Beth Morris (BMo) and Ian Phipps – President (IP) Apologies: Nil. Congratulations: Congratulations to the Wickham (Karen) family on the arrival of their new baby girl on the 16 th October, 2019.	
2	Registration of Conflict of Interest	The below VWA Board members indicated their Conflict of Interests; <ul style="list-style-type: none"> • IP – WAVL Matters • BM – Beach and Indoor Beach Matters • BMo – WAVL and Beach Matters • MC – CoE, WAVL, AJVC and AVL Matters 	
3	Minutes from Previous Meeting	3.1 Minutes from Previous Meeting It was resolved that the Minutes from the meeting held on the 14 October, 2019 be adopted as a true and correct record.	

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		All in favour – carried.	
4	Strategic Planning 2018 - 2021	<p>The VWA Board noted the Comparative Data reports for the statistical data outcomes from the VWA Board Strategic Plan as tabled at the meeting.</p> <p>The VWA Board thanked BMo for her assistance in including the ‘growth comparisons’ into the reports.</p> <p>The VWA Board noted the concerns expressed by the VWA Referee Committee in relation to the decrease in relation to the number of Referees in Western Australia. It was noted that this had been impacted on by the decision by Volleyball Australia to significantly reduce the requirements pertaining to school students needing their Level #1 Referee accreditations.</p> <p>It was also noted that the Level #2 numbers for Referees had remained stable although this has not seen the increase as included / required in the VWA Strategic Plan Outcomes.</p> <p>It was further noted that the Level #2 and above numbers of coaches had actually decreased by 27 coaches.</p> <p>The VWA Board noted that they were extremely concerned by the decline in these numbers and asked the RK discuss these matters with both the VWA Referee and the VWA Coaching Committees.</p> <p>It was agreed that the VWA Strategic Plan Outcomes for People – Referees and Coaches should be reviewed at the January 2020 VWA Board meeting.</p>	<p>RK to discuss Strategic Plan statistics with the VWA Referee and Coaching Committees.</p> <p>The VWA Strategic Plan outcomes for Referees and Coaches to be reviewed at the next VWA Board meeting.</p>

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5	Business for decision at the meeting	<p>5.1 Outstanding Risk Register / Operational Plan items for the VWA Board - Schedule</p> <p>The VWA Board discussed the following items;</p> <ul style="list-style-type: none"> • Priority - Profile = Green. • The meeting noted the 2020 Calendar dates as tabled in the draft calendar. RK noted that at this stage the 2020 dates Volleyball Australia has provided the majority of the National dates. RK also noted that the agreed 2020 WAVL season dates still required confirmation in the VWA calendar. • Operational Priorities for the next 12months - after discussion it was agreed that this would be placed on the agenda for the January and / or March 2020 meetings. • RK also noted the new developments pertaining to possible opportunities in regards to Asian Engagement. These were currently under discussion / grant application. The VWA Board requested an update at the next VWA Board meeting. <p>5.2 Stakeholder Engagement Sub-Committee meeting</p> <p>BM provided a verbal update at the meeting. It was agreed in principle that one of the opportunities be followed up in 2020. The VWA Board approved a current 'out of budget expenditure' to the value of \$7,700.00.</p> <p>The meeting agreed that BM would follow this up with David Smith (VWA Marketing and Communications Coordinator) in January, 2020 for</p>	<p>Operational Priorities discussion to be included in the January and / or meeting agenda.</p> <p>An update to be provided at the next VWA Board meeting in regards to Asian Engagement opportunities.</p> <p>BM to follow-up with David Smith in January, 2020.</p>
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		<p>implementation in the first quarter of 2020.</p> <p>5.3 VWA Policies for Approval – Internal Use only The meeting provided approval for the following policies;</p> <ul style="list-style-type: none"> • VWA Employee Induction Policy • VWA Employee Bonus Policy • VWA Staff Misconduct Policy <p>5.3 WAVL Review The VWA Board noted the following information as tabled at the meeting in relation to the 2019 WAVL Review;</p> <ul style="list-style-type: none"> • 2020 WAVL Review Criteria • 2020 WAVL Review Investigation Notes and Attachments – incomplete <p>After discussion the VWA Board noted that as there was still more work to be undertaken in relation to the WAVL Review Investigation Notes and thus the completed document would be tabled at the January, 2020 meeting for further discussion and subsequent decisions. As a result they agreed that all decisions pertaining to WAVL Fee structures would also be tabled at January, 2020 VWA Board meeting.</p> <p>The VWA Board requested that RK provide an update email to all VWA WAVL Clubs and Associations in regards to the ongoing discussions.</p> <p>The VWA Board also agreed ‘in principle’ that MH and Ruth Gibbons (VWA Acting Participation and Development Manager) would conduct a WAVL Forum at the</p>	<p>The completed 2019 WAVL Review documentation to be tabled at the next VWA Board meeting.</p> <p>RK to send an WAVL Review Update email to all Clubs and Associations.</p>
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		<p>end of January / first week of February to provide the updated information to the VWA WAVL Clubs.</p> <p>The VWA Board agreed the following would be 'discussed for decision' at the January 2020, VWA Board meeting;</p> <ul style="list-style-type: none"> • 2020 WAVL Criteria • 2020 WAVL Fees • 2020 WAVL Planning – for inclusion in the 2020 VWA calendar. <p>4.4 Ratification of AJBVC Head Coach The VWA ratified the appointment of Gareth Whitehead as the Head Coach for the 2020 AJBVC teams. The VWA Board congratulated and thanked Gareth in regards to his appointment.</p> <p>4.5 2020 Fee Structures and Rates for Coordinators, Coaches and Referees The VWA Board ratified the following documents;</p> <ul style="list-style-type: none"> • 2020 Fee Structures (excluding the 2020 Indoor (WAVL) Fees. • 2020 Rates for Coordinators, Coaches and Referees (Internal Use only) 	<p>The VWA Board to 'discuss for decision' items at the January 2020 VWA Board meeting.</p>
6	Business Arising from the previous meeting	<p>6.1 WAVL FIVB Transfer Process The VWA Board noted that there was no further update in relation to the FIVB Transfer Process.</p> <p>6.2 CRM / Fortix / VA The VWA Board noted that there were no further updates at this stage. RK noted that the October 2019 payment from VA had been paid.</p>	

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		<p>6.3 VWA Workforce The meeting noted the update as provided by RK.</p> <p>RK also noted that the VWA Office would be closed from the 19 December, 2019 and re-opens on the 2 January, 2020.</p> <p>6.4 AVL The VWA Board noted the information included in the Participation and Development Report.</p> <p>The meeting noted that the EOI process for 2020 AVL Coaches will be opened in January, 2020.</p> <p>6.5 AJVC The VWA Board noted the information provided in the Participation and Development section report regarding the AJVC Review meeting held on the 23 October, 2019.</p> <p>The meeting noted the AJVC Purpose Statement as provided by Volleyball Australia. The VWA Board agreed with the VWA High Performance Group in relation to only sending teams for the pathway competitions (AJVC Championship Divisions) and not the Participation competitions (AJVC Divisions).</p> <p>6.6 Grants applied for / reports provided to sponsors / partners The VWA Board noted the following;</p> <ul style="list-style-type: none">• DLGSC - AVL (Women's team) Grant - \$20,000 - the grant payment has now been provided by DLGSC.	
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7	VWA Staff Reports	<p>The VWA Board noted the following reports;</p> <p>Operations and Support Section report The VWA Board approved the following affiliations for 2019;</p> <ul style="list-style-type: none"> • Silver Affiliation (5) – Hammond Park Catholic College, Irene McCormack School, Rossmoyne Primary School, South Bunbury Education Support Section, Yangebup Primary School. • Bronze Affiliation (2) – Mandurah Indoor Sportz, Punjabi Cultural and Sports Centre. <p>Participation and Development Section report The VWA Board noted the information as tabled in the report.</p>	

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		<p>Places to Play Update</p> <p>The VWA Board noted this report was not tabled at the meeting. The meeting did note the update as provided to the meeting from the City of Vincent in relation to the process being undertaken for the renewal of the VWA Office lease.</p> <p>All in favour - carried.</p>	
8	Finance Report	<p>8.1 Financial Reports</p> <p>The VWA Board accepted and noted the financial reports as tabled at the meeting.</p> <p>All in favour - carried.</p> <p>8.2 AJBVC, AJVC, and AVL Payment Plans</p> <p>The VWA Board noted the final outstanding AJBVC Payment Plan was now complete;</p> <ul style="list-style-type: none"> Lochlyn Morton - Complete. <p>The VWA Board noted the status of the following AJVC Payment Plans;</p> <ul style="list-style-type: none"> Rachel Taussem - on schedule Danyl Matthews - complete <p>The VWA Board noted the status of the following AVL Payment Plan;</p>	

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		<ul style="list-style-type: none"> Waverley Burling – it was noted that this Payment Plan was not on schedule. The VWA Board requested that RK write to Waverley Burling reminding her of the responsibilities to make this payment and to request an update in relation to the outstanding payment. The meeting noted that if there was no response to the email then Waverley was to be made unfinancial. <p>8.3 We are Volleyball (WaV) Funding The meeting noted that all VA payments were up to date.</p> <p>8.4 Volleyball Australia (VA) Insurance RK noted that there was no further update at this stage.</p> <p>8.5 2020 Budgets The VWA Board noted that this process was ongoing and requested that the finalised 2020 budgets be tabled at the next VWA Board meeting.</p>	<p>RK to write to Waverley Burling in relation to her outstanding AVL Payment Plan.</p> <p>The finalised 2020 budgets to be tabled at the next VWA Board meeting.</p>
9	General Business	<p>9.1 VWA Committee Reports</p> <ul style="list-style-type: none"> VWA Junior Committee Meeting (21 October, 2019) It was noted that this meeting was cancelled and the next meeting will be held in February, 2020. VWA Coaching Committee Meeting (4 November, 2019) RK provided a brief verbal update to the meeting. VWA Beach Committee Meeting (18 November, 2019) MH provided a verbal update to the meeting. 	

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		<ul style="list-style-type: none"> • VWA Referee Committee Meeting (25 November, 2019) RK provided a verbal update to the meeting. <i>Also refer Section 4 – VWA Comparative Data section.</i> • VWA HP RG – 2020 Planning (28 November, 2019) RK, BMO, MC provided a verbal update to the meeting. The meeting also noted the information (VWA State Teams and HP RG) as contained in the Participation and Development Section report. • VWA Lead Volley Panel Meeting (2 December, 2019) The meeting noted the information as contained in the Operations and Support Section report. <p>9.2 Indoor Beach Volleyball (IBVF) RK provided an update regarding the IBVF meeting which was held on the 5th December, 2019. The meeting also noted the information regarding the IBVF Marketing Forum (22 November, 2019) as included in the Operations and Support Section report. The next IBVF meeting will be held on the 12 March, 2020.</p> <p>9.3 SportWest Letter The meeting noted the letter tabled from SportWest – National and International responses to recommendations from the Royal Commission into Institutional Responses to Child Sexual Abuse.</p> <p>9.4 Australian Volleyball Academy – Volleyball Australia (VA) The VWA noted the information as received from VA. The meeting also tabled</p>	
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		<p>the email information as received from MC.</p> <p>The VWA Board expressed their concern as to the invitation of school aged athletes to reside in Canberra in either AVA or JDP programs as the understanding had been that this age of child would not be invited. The VWA Board noted that this Policy seems to have changed although there has been no formal notification by VA of either the new 'age' guidelines nor the male athletes that have been invited to part of one of these programs. The VWA Board asked that RK follow this matter up with VA and provide an update at the next VWA Board meeting.</p> <p>9.5 VA National Stakeholders Meeting (23 & 24 November, 2019) IP provided a verbal report to the VWA Board meeting.</p>	<p>RK to follow-up with VA and provide a report at the next VWA Board meeting.</p>
10	Date of next meeting	<p>20 January, 2020</p> <p>The VWA Office would be closed from the 19 December, 2019 and re-opens on the 2 January, 2020.</p>	