

**Minutes of the meeting of the directors of Volleyball WA**  
**Held at 180 Charles Street, West Perth**  
**on Monday 12 December, 2022**

**Present:** President - Ian Phipps (IP), Darren Beltman (DB), Michelle Hort (MHo), Robyn Kuhl (RK), Ben Mc Robb (BM), Beth Morris (BMo)

**Virtual Attendance via Zoom:** Ruth Gibbons (RG), Matt Hodge (MH)

**Apologies:** Rachael Funch (RF),

**Welcome:** New Board Member – Mollie Hartley (arrived at 7.30pm)

**Summary of Actions**

ITEM	ACTION	ACTION BY
2.3	The outstanding items from the previous meeting – 13 June 2022 to be addressed; <ul style="list-style-type: none"> <li>VWA Patron Sub-Committee Meeting</li> <li>Formal Induction Process documented</li> <li>Updates regarding the Risk Management Plan</li> <li>VWA Advocacy Plan</li> </ul>	IP IP / RK BM / RK IP / DB / RF
3.1	Update to be provided regarding SIA's National Integrity Framework.	RK
4.3	VWA 2023 VWA Budget – MH to make amendments and recirculate to the VWA Board.	MH
5.1	A VWA Succession Planning Committee be formed and to meet in the first quarter of 2023.	BM/RG/IP/RK

**Minutes**

AGENDA	AGENDA TOPIC	ACTION
1.0	<b>OPENING AND PRELIMINARIES</b> 1.1 Welcome and Apologies The President opened the meeting at 6.00pm.  1.2 Welcome and Induction IP welcomed Mollie Hartley to the meeting(7.30pm)	
2.0	<b>DECLARATION OF CONFLICTS</b> 2.1 Declaration of conflicts, competing interest and confidentiality. No further declarations were provided at the meeting.  <b>MINUTES FOR APPROVAL</b> 2.2 Confirmation of Minutes The meeting discussed the Minutes of the VWA Board meeting of 21 November, 2022.  <b>Resolution</b> That the minutes of the meeting of the Board of Directors of VWA held on 21 November, 2022 be confirmed as a true and accurate record.  <b>Carried:</b> Unanimously.  2.3 Actions of the previous meetings The following actions from the previous meetings are outstanding; <ul style="list-style-type: none"> <li>VWA Patron Sub-Committee Meeting (IP)</li> <li>Formal Induction Process documented (IP / RK).</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Updates regarding the Risk Management Plan (BM / RK</li> <li>• VWA Advocacy Plan (IP / DB / RF)</li> </ul> <p>All other Actions have been completed and / or included on the agenda for this meeting.</p>	
3.0	<p><b>SIA NIF FRAMEWORK</b></p> <p>3.1 Sport Integrity Australia – National Integrity Framework (NIF)</p> <p>The meeting noted the updates that had been circulated prior to the meeting. To date there is no confirmed resolution to this outstanding matter. It was agreed that a further update should be tabled at the next VWA Board meeting.</p>	An update to be provided at the next VWA Board meeting.
4.0	<p><b>BUSINESS FOR DECISION / RATIFICATION</b></p> <p>4.1 CEO Discussion Items</p> <p>The VWA Board noted the report as tabled.</p> <p>4.2 Club Ratification 2022</p> <p>The following Clubs and Associations have completed their 2022 Affiliation documentation and made payments (if applicable):</p> <p><b>Silver Affiliation (2)</b> – Good Shephard Catholic College, Regent College</p> <p><b>Resolution</b></p> <p>The Board resolved to ratify the clubs as listed.</p> <p><b>Carried:</b> Unanimously.</p> <p>4.3 2023 VWA Budget and 2023 VWA Staffing Structure</p> <p>After lengthy discussion the VWA Board approved the 2023 VWA budget with a number of amendments. MH was requested to make the amendments and recirculate the information.</p> <p>As part of the discussions the VWA Board addressed the tabled information regarding additional staff members to be employed in 2023, noting that this request was due to the significant workloads for the staff team that have been experienced throughout 2022. It was agreed that it was important to support the ongoing growth of Volleyball WA by ensuring that additional staff were employed to support the ongoing growth.</p> <p>As part of the decision-making process, it was noted that for the previous years the budgeting process had also involved a deficit and that each year the deficit had been significantly reduced, if not completely removed by the year end. MH also noted that VWA currently has more cash reserves in the bank accounts than the end of December, 2021. It was agreed and understood that the additional staff members would mean that the 2023 budget would therefore be a deficit of over \$175,000.</p> <p><b>Resolution</b></p> <p>The Board resolved to approve the 2023 VWA Budget and 2023 VWA Staffing Structure as tabled at the meeting.</p> <p><b>Carried:</b> Unanimously</p>	MH to make amendments to the 2023 VWA Budget

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	<p><b>4.4 2023 VWA Casual and Hobby Pay Rates</b>            The VWA Board approved the 2023 VWA Casual and Hobby Pay Rates as tabled at the meeting.</p> <p><b>Resolution</b>            The Board resolved to approve the 2023 VWA Casual and Hobby Pay Rates as tabled at the meeting.  <b>Carried:</b> Unanimously</p> <p><b>4.5 2023 VWA Fee Structures</b>            The VWA Board approved the minor modifications to the 2023 VWA Fee Structures as tabled at the meeting.</p> <p><b>Resolution</b>            The Board resolved to approve the minor modifications to the 2023 VWA Fee Structures as tabled at the meeting.  <b>Carried:</b> Unanimously</p> <p><b>4.6 2023 VWA Calendar</b>            The VWA Board approved the 2023 VWA Calendar as tabled at the meeting. It was noted that there are still some dates missing from Volleyball Australia relating to their events and National camps that would need to be included when they became available.</p> <p><b>Resolution</b>            The Board resolved to approve the minor modifications to the 2023 VWA Calendar as tabled at the meeting.  <b>Carried:</b> Unanimously</p>	
<b>5.0</b>	<p><b>BUSINESS FOR DISCUSSION</b></p> <p><b>5.1 DLGSC Board Evaluation Action Plan</b>            The VWA Board reviewed the DLGSC Board Action Plan and noted that all five Actions are progressing.</p> <p>It was agreed that the VWA Board needed to form a VWA Succession Planning Committee for future Board appointments. It was agreed that the Committee would consist of BM, RG, IP and RK and they would meet in the first quarter of 2023.</p>	A VWA Succession Planning Committee be formed and to meet in the first quarter of 2023.
<b>6.0</b>	<p><b>BUSINESS FOR NOTING</b></p> <p><b>6.1 VWA 2022+ Patron</b>            The VWA Board noted that at this stage no meeting has as yet been convened.</p>	IP / VWA Board Patron Sub-Committee to discuss.
<b>7.0</b>	<p><b>FINANCIAL REPORT</b></p> <p><b>7.1 Financial reports as presented.</b>            MH distributed the Financial Reports and comments via email circular.</p> <p><b>Resolution</b>            The Board resolved to adopt the financials as circulated.</p>	

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	<p><b>Carried:</b> Unanimously</p> <p>7.2 DLGSC Grants</p> <p>The following DLGSC grants were also noted;</p> <ul style="list-style-type: none"> <li>• ARC Grant – Pilbarra \$4,000 funding paid.</li> <li>• AVL Women’s Grant - \$50,000, application submitted, no further information to date.</li> </ul> <p>7.3 Murdoch University VC Payment Plan</p> <p>RK noted that the Payment Plan for Murdoch University VC was currently on schedule.</p>	
8.0	<p><b>VWA OPERATIONAL REPORT</b></p> <p>8.1 CEO Report</p> <p>The Board noted the CEO Report as circulated.</p> <p>8.2 Strategic Plan Report – Comparative Data</p> <p>The Board noted the report as circulated.</p>	
9.0	<p><b>SUB COMMITTEES</b></p> <p>9.1 VWA Committee Meetings</p> <ul style="list-style-type: none"> <li>• IBVF Meeting (7 December, 2022)</li> </ul> <p>The VWA Board noted the verbal report provided by RK.</p>	
10.0	<p><b>GENERAL BUSINESS</b></p> <p>10.1 The Future of Australian Sport - Megatrends</p> <p>The VWA Board noted the report as previously circulated.</p> <p>10.2 Retiring Board Member – Beth Morris</p> <p>The VWA Board thanked Beth Morris for her service and commitment to the VWA Board and wished her all the very best for the future.</p>	
11.0	<p><b>NEXT MEETING AND CLOSURE</b></p> <p>The President closed the meeting at 8.30pm.</p> <p>The next meeting will be held Monday 13 February, 2022 starting at 6pm.</p>	