

Minutes of the meeting of the directors of Volleyball WA
Held at 180 Charles Street, West Perth
on Monday 12 June, 2023

Present: President - Ian Phipps (IP), Ruth Gibbons (RG), Matt Hodge (MH), Michelle Hort (MHo), Robyn Kuhl (RK)

In attendance: Mitchell Collins (MC) – Acting CEO 12 July to 6 September, 2023
 Myrica Maguire & Alex Neindorf (Section 1.2 only)

Apologies: Darren Beltman (DB), Ben Mc Robb (BM)

Summary of Actions

ITEM	ACTION	ACTION BY
2.3	The outstanding items from the previous meeting to be addressed; <ul style="list-style-type: none"> Formal Induction Process documented – in progress. VWA Advocacy Plan 	IP / RK IP / DB / RF
2.4	RK to write a thank you letter to Rachael Funch for her service and commitment to the VWA Board.	RK
4.2 & 4.3	Risk Management – <ul style="list-style-type: none"> Profile Priority to be discussed at the next meeting. VWA Strategic Risk Management Plan to be updated. 	All BM
4.4	WHS Presentation to be provided at the September, 2023 VWA Board Meeting.	RK / MHo
6.2	The VWA Staff to provide the prioritisation of Club Conference Round Table – Key Take-Aways for the next VWA Board meeting.	RK

Minutes

AGENDA	AGENDA TOPIC	ACTION
1.0	OPENING AND PRELIMINARIES 1.1 Welcome and Apologies The President opened the meeting at 6.00pm. 1.2 Welcome and Introductions IP welcomed and introduced Myrica Maguire (VWA Reception & Facility Officer) and Alex Neindorf (Events Coordinator) to the meeting. IP also welcomed Mitchell Collins (MC) to the meeting as he will be the VWA Acting CEO whilst RK was on leave from the 13 July returning on the 7 September, 2023.	
2.0	DECLARATION OF CONFLICTS 2.1 Declaration of conflicts, competing interest and confidentiality. MC indicated that he is currently a playing and coaching member of Balcatta Volleyball Club. No further declarations were provided at the meeting. MINUTES FOR APPROVAL 2.2 Confirmation of Minutes The meeting discussed the Minutes of the VWA Board meeting of 17 April, 2023. Resolution That the minutes of the meeting of the Board of Directors of VWA held on 17 April, 2023 be confirmed as a true and accurate record.	

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	<p>Carried: Unanimously.</p> <p>2.3 Actions of the previous meetings The following actions from the previous meetings are outstanding;</p> <ul style="list-style-type: none"> Formal Induction Process documented (IP / RK) – in progress. VWA Advocacy Plan (IP / DB / RF) <p>All other Actions have been completed and / or included on the agenda for this meeting.</p> <p>2.4 Actions post the AGM (20 May, 2023) The following actions were approved at the meeting;</p> <ul style="list-style-type: none"> Re-election of President – Ian Phipps Election of Appointed Board Member – Ruth Gibbons <p>Resolution That the election of the Board President and Appointed Board Member be confirmed.</p> <p>Carried: Unanimously.</p> <ul style="list-style-type: none"> Resignation of Appointed Board Member – Rachael Funch The VWA Board requested that RK formally thank Rachael for her time and commitment to the VWA Board The AGM Minutes have been circulated. Congratulations letters sent to Life Membership and Order of Merit Recipients. 	<p>RK to write thank you letter to Rachael Funch.</p>
3.0	<p>SIA NIF FRAMEWORK 3.1 Sport Integrity Australia – National Integrity Framework (NIF) The VWA Board noted the further update as provided at the meeting.</p>	
4.0	<p>VWA BOARD RISK MANAGEMENT PLAN 4.1 VWA Risk Management Policy The updated Risk Management Policy was tabled for approval at the meeting.</p> <p>Resolution That VWA Board approved the Risk Management Policy as tabled.</p> <p>Carried: Unanimously.</p> <p>4.2 VWA Strategic Risk Management Plan The VWA Board noted that BM had indicated that he was still completing the updating of this Plan.</p> <p>4.3 Review of Strategic Plan (2022 – 2025) – Pathways Priority The VWA Board discussed the Pathways Priority completed template as tabled at the meeting. The meeting agreed with all aspects of Risk Management and Risk Management Challenges information provided within the template.</p>	<p>BM to complete updating of the Plan.</p>

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	<p>4.3 Review of Strategic Plan (2022 – 2025) – Profile Priority The VWA Board agreed that this Priority area would be discussed at the next VWA Board meeting.</p> <p>4.4 WHS Presentation RK noted that this presentation had been postponed as DB and BM were apologies at the meeting. It was noted that the Presenter (Matt Hort) was not available in July. It was agreed that Matt Hort would be invited to the September VWA Board meeting.</p>	<p>Profile Priority to be discussed at the next meeting.</p> <p>WHS Presentation to be provided at the September, 2023 VWA Board Meeting.</p>
5.0	<p>BUSINESS FOR DECISION / RATIFICATION</p> <p>5.1 Ratification of new Affiliates The VWA Board ratified the following 2023 Affiliates;</p> <p>Bronze (6) = Cockburn Aquatic & Recreation Centre, Kitwek Association Inc, Perth Sports Institute, UniSport Australia Ltd, Midland PCYC and North Metropolitan TAFE.</p> <p>Resolution The Board resolved to ratify the clubs as listed.</p> <p>Carried: Unanimously.</p> <p>5.2 Financial Approval – Reflect RAP After discussion, the VWA Board approved the “out of budget” expenditure of \$750 for the completion of the Reflect RAP process.</p> <p>Resolution The VWA Board approved the expenditure of the \$750 for the completion of the Reflect RAP process.</p> <p>Carried: Unanimously.</p> <p>5.3 Financial Approval – Scoreboard (Mobile and Battery operated) After discussion, the VWA Board approved the “out of budget” expenditure of up to \$15,000 for the purchase of a mobile and battery operated scoreboard (VWA Asset) that could be used both indoors and outdoors.</p> <p>Resolution The VWA Board approved the expenditure of up to \$15,000 for the purchase of a scoreboard (Asset).</p> <p>Carried: Unanimously.</p>	

	<p>5.3 Financial Approval – The HUB – monthly reduction of facility hire for May and June, 2023.</p> <p>After discussion, the VWA Board approved the monthly reduction of facility hire for two months (May and June) of their MOU payments to that of \$1,000 per month.</p> <p><u>Resolution</u></p> <p>The VWA Board approved that the monthly (May and June) Facility Hire would be \$1,000 per month.</p> <p>Carried: Unanimously.</p> <p>5.3 Ratification of State Team Coaches</p> <p>The VWA Board formally ratified the VWA AVSL Team Coaches;</p> <ul style="list-style-type: none"> • AVSL Men’s Head Coach – Mark Petersen • AVSL Men’s Assistant Coach – Nick Bew • AVSL Men’s Assistant Coach (non-travelling) – Rachel Trent • AVSL Women’s Head Coach – Pauline Manser • AVSL Women’s Assistant Coach – Laurel Wentworth • AVSL Women’s Assistant Coach – Dylan Wood <p>The VWA Board formally ratified the changes to the U19 Men’s State Team Head Coach and Head of Delegation appointments for 2023;</p> <ul style="list-style-type: none"> • U19 Men’s Head Coach = Gregory Hunt • Head of Delegation – Jackie Tamburri <p>The VWA Board formally ratified the AYVC Coaches and Head of Delegation for 2023;</p> <ul style="list-style-type: none"> • U15 Boys Head Coach – Peter Fitzgerald • U15 Boys Assistant Coach – Jordan Fancote • U16 Boys Head Coach – Sean Andrews • U16 Boys Assistant Coach – Samantha Shillington • U16 Boys Assistant Coach (non-travelling) – Ryan Manason • U17 Boys Head Coach – Anthony Meo • U17 Boys Assistant Coach – Jac Garland • U18 Boys Head Coach – Kevin Gravestock • U18 Boys Assistant Coach – Simon Durack • U15 Girls Head Coach – Jimmie Mok • U15 Girls Assistant Coach – Alysha Ely • U16 Girls Head Coach – Adilson Silveira • U16 Girls Assistant Coach – Tessa Browne • U16 Girls Assistant Coach (non-travelling) – Matthew Liley • U17 Girls Head Coach – Carly Walters • U17 Girls Assistant Coach – Ryan Martins • U18 Girls Head Coach – Timothy Everett • U18 Girls Assistant Coach – Jasmine Serra <p>AYVC Head of Delegation – Carol Hodgen</p>	
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	<p>The VWA Board also noted the appointment of the U14 Training Squad Coaches;</p> <ul style="list-style-type: none"> U14 Boys Coach – Lachlan Hyndes U14 Girls Coach – Lori Graham <p>The VWA Board congratulated all persons appointed and thanked them to their commitment and support to the VWA State Team programs.</p>	
6.0	<p>BUSINESS FOR DISCUSSION</p> <p>6.1 Volleyball Australia (VA) matters</p> <p>IP and RK provided a verbal update regarding their attendance at the National meetings held in Sydney on the 27 and 28 May, 2023 The VWA Board noted the information provided on the following items;</p> <ul style="list-style-type: none"> National Participation Charter National Insurance Program AVSL <p>6.2 VWA Clubs Conference – Round Table – Key Take-Aways.</p> <p>The VWA Board noted the information as tabled at the meeting and thanked the VWA Staff team for the organisation of the event. The VWA Board asked the VWA Staff team to prioritise the actions and suggestions as discussed and provide their feedback to the VWA Board at the next VWA Board meeting.</p>	Prioritisation of Club Conference Round Table – Key Take-Aways.
7.0	<p>BUSINESS FOR NOTING</p> <p>Nil.</p>	
8.0	<p>FINANCIAL REPORT</p> <p>8.1 Financial reports as presented.</p> <p>MH distributed the Financial Reports and comments via email circular.</p> <p>Resolution</p> <p>The Board resolved to adopt the financials as circulated.</p> <p>Carried: Unanimously</p> <p>8.2 Fairwork Australia and Superannuation Increases – 1st July, 2023.</p> <p>The VWA Board noted the following changes as of the 1st July, 2023;</p> <ul style="list-style-type: none"> Review of Casual Employee Contracts regarding changes to the Minimum Salary. Superannuation – increase 0.5% 	
9.0	<p>VWA OPERATIONAL REPORT</p> <p>9.1 CEO Report</p> <p>The Board noted the CEO Report as circulated.</p> <p>9.2 Strategic Plan Report – Comparative Data</p> <p>The Board noted the report as circulated.</p>	

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	9.3 Places to Play Report The Board noted the Places to Play Report as circulated.	
10.0	SUB COMMITTEES 10.1 VWA Committee Meetings <ul style="list-style-type: none"> Indoor Beach Volleyball Federation (24 May, 2023) <i>RK provided a verbal update to the meeting.</i> 	
11.0	NEXT MEETING AND CLOSURE The President closed the meeting at 8.45 pm. The next meeting will be held Monday 10 July, 2023 starting at 6pm. The meeting noted that a NAIDOC Breakfast will be held on the 5 th July, 2023.	