

Minutes of the meeting of the directors of Volleyball WA  
 Held at 180 Charles Street, West Perth  
 on Monday 11 December 2023

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

In attendance: Millie Monaghan (Agenda Item 1.1)

Apologies: Ben Mc Robb (BM)

Summary of Actions

ITEM	ACTION	ACTION BY
3.1	Risk Management Matters The establishment of a Volleyball Australia Participation Plan Risk Management Plan. The meeting requested the RK and the VWA Staff provide a draft document for further discussion at the next VWA Board meeting.	RK
4.1	VWA Policy (Occupational Health & Safety) to be tabled at the February, 2024 meeting for approval.	RK
4.1	VWA Board Charter to be tabled at the February meeting for review and discussion.	All
4.2	RK to table the updated Selection Policies at a future meeting.	RK
4.4	RK to write to Reds Volleyball Association (RVA) requesting a meeting between the Reds Association Board and VWA Board representatives.	RK
4.5	RK to write to COV regarding fencing for the ICB Courts.	RK
4.6	RK to write to Floorball WA.	RK
8.2	Comparative data information to be tabled at Board meetings quarterly.	RK

Minutes

AGENDA	AGENDA TOPIC	ACTION
1.0	<p><b>OPENING AND PRELIMINARIES</b></p> <p><b>1.1 Welcome and Apologies</b> The President opened the meeting at 6.00pm and provided an Acknowledgement of Country.</p> <p><b>1.2 Welcome and Introductions</b> IP welcomed and introduced Millie Monaghan (VWA Events Coordinator) to the meeting.</p> <p><b>1.2 Declaration of Interests</b> The meeting noted the conflicts of interest as previously tabled.</p> <p>The meeting also noted that the updated Policy tabled at the meeting had been produced by RG. The VWA Board thanked RG for her ongoing help and assistance in producing the updated VWA Policies.</p>	
2.0	<p><b>MINUTES FOR APPROVAL</b></p> <p><b>2.1 Confirmation of Minutes</b> The VWA Board approved the following meeting minutes as tabled at the meeting;</p> <ul style="list-style-type: none"> <li>13 November, 2023</li> <li>13 November, 2023 (Confidential Minutes)</li> </ul>	

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	<p>Resolution</p> <p>That the minutes and confidential minutes of the meetings of the Board of Directors held on the 13 December, 2023 be confirmed as true and accurate records.</p> <p>Carried: Unanimously.</p> <p>2.2 Actions of the previous meetings</p> <p>The Board noted the previous actions and accepted they were completed, contained with the current Board Meeting Agenda or listed below;</p> <ul style="list-style-type: none"> <li>• VWA Strategic Risk Management Plan</li> <li>• VWA Advocacy Plan (to be completed in first quarter of 2024).</li> <li>• John Sewell Service to Volleyball in WA Award</li> <li>• Bank Account Higher Interest</li> <li>• Discussion regarding the VWA Constitution</li> <li>• Discussion regarding the VWA Board Charter</li> </ul>	<p>BM</p> <p>IP / DB</p> <p>RK</p> <p>RK (VWA)</p> <p>All</p> <p>All</p>
3.0	<p><b>VWA BOARD RISK MANAGEMENT PLAN</b></p> <p>3.1 Strategic Plan Implementation Strategy</p> <p>The meeting noted the following;</p> <ul style="list-style-type: none"> <li>• The establishment of a Volleyball Australia Participation Plan Risk Management Plan. RK noted that due to the office staff workload that the VWA Staff will provide a draft document for further discussion at the next VWA Board meeting in February, 2024.</li> <li>• RK noted that as requested at the previous meeting both the Events and State Team Risk Management Plans had been circulated.</li> </ul>	<p>RK to table at the next VWA Board Meeting.</p>
4.0	<p><b>BUSINESS FOR DECISION / RATIFICATION</b></p> <p>4.1 Approval of VWA Policies</p> <p>The Board approved the following VWA Policy;</p> <ul style="list-style-type: none"> <li>• Privacy Policy</li> </ul> <p>Resolution</p> <p>That the VWA Privacy Policy be confirmed as approved.</p> <p>Carried: Unanimously.</p> <p>The meeting noted the following VWA Policy would be tabled at the next meeting for Approval;</p> <ul style="list-style-type: none"> <li>• Occupational Health and Safety Policy</li> </ul> <p>The meeting also noted the VWA Board Charter would be tabled at the next meeting for review and discussion.</p> <p>4.2 AYBVC Selection Matters / Ratification of AYBVC Head Gender Coaches</p> <p>The VWA Board discussed a number of concerns regarding the wording of the selection processes for the appointment of Beach HOD, Coaches and Referee, to this end they agreed that this Policy should be reviewed and re-</p>	<p>VWA Policy to be tabled at the next meeting for approval.</p> <p>VWA Board Charter to be tabled at the next meeting for review and discussion.</p>

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	<p>tabled at a later meeting. Further that a separate Policy should be developed specifically for Referee selections.</p> <p>The VWA Board also noted that only coaches who met the Coaching / Referee accreditation level requirements could apply for State Team positions in the future.</p> <p>RK noted that one athlete Selection Appeal had been lodged as a result of the recent AYBVC athlete selections. The VWA Board thanked DB (Chairperson), RG and MH for sitting on the Selection Appeal Tribunal.</p> <p>The VWA Board ratified the Gender Head Coaches for AYBVC;</p> <ul style="list-style-type: none"> <li>• Men – Jayson Fox</li> <li>• Women – Gareth Whitehead.</li> </ul> <p>Resolution</p> <p>That the VWA ratify the Gender Head Coaches for AYBVC.</p> <p>Carried: Unanimously.</p> <p><b>4.3 Places to Play Working Group</b></p> <p>After discussion the VWA Board noted that the following representatives would be approved;</p> <ul style="list-style-type: none"> <li>• Volleyball Representatives           <ul style="list-style-type: none"> <li>• Shaun Barnett (Perth Scorpions VC)</li> <li>• Evan Robinson (Bunbury VA)</li> </ul> </li> <li>• Local / State Government Representatives           <ul style="list-style-type: none"> <li>• Cameron Dall (City of Wanneroo)</li> <li>• Matthew Andrews (Development WA)</li> </ul> </li> </ul> <p>Resolution</p> <p>That the Volleyball and Local / State Government Representatives for the Places to Play Working Group be confirmed.</p> <p>Carried: Unanimously.</p> <p>The VWA Board noted the first meeting for the Working Group could only occur after the commencement of the new Community and Stakeholder Coordinator on the 22 January, 2024. It was further noted that due to the resignation of Sascha Stone (Marketing Manager) that it was most likely the first meeting date would be further delayed.</p> <p><b>4.4 Change of Association Name – Reds Volleyball Association</b></p> <p>The VWA Board noted the further information tabled at the meeting from Reds Volleyball Association (RVA) regarding a legal change to their name (and thus affiliation name) to that of Perth Reds Volleyball Association (PRVA). They also noted the information contained in the PVRA Constitution. After discussion it was agreed that a meeting would be requested between Volleyball WA Board representatives and Reds Volleyball Association representatives to discuss this matter further, with the purpose for the VWA Board to understand the rationale and purpose behind the changes.</p>	<p>RK to table the updated Selection Policies at a future meeting.</p> <p>RK to write to Reds Volleyball Association to request a meeting.</p>

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	<p><b>4.5 City of Vincent (COV) – Court Fencing</b>            RK noted that COV had indicated that they will be replacing the fencing around the courts. Unfortunately, this did not include addressing the ‘risk management’ requirements for balls entering the car-park area (which is a joint carpark for both COV and VWA. RK further noted that COV had requested that \$8.5k be paid to enable this to occur. After discussion the VWA Board requested that RK write the Senior Land and Legal Advisor regarding this matter.</p> <p><b>4.6 Possible VWA and Floorball MOU (New facility)</b>            After discussion, and given that Jason Laverdure and Sascha Stone had both now departed VWA, the VWA Board requested that RK write to Floorball WA further about this matter.</p>	<p>RK to write to COV.</p> <p>RK to write to Floorball WA.</p>
5.0	<p><b>BUSINESS FOR Discussion</b>            Nil.</p>	
6.0	<p><b>BUSINESS FOR NOTING</b>            Nil.</p>	
7.0	<p><b>FINANCIAL REPORT</b>  <b>7.1 Financial reports as presented.</b>            MH distributed the Financial Reports and comments via email circular.</p> <p><u>Resolution</u>            The Board resolved to adopt the financials as circulated.</p> <p>Carried: Unanimously</p> <p><b>7.2 DLGSC Annual Funding</b>            RK noted that the Annual IIP funding (including Regional Funding) had been received on the 28 November, 2023.</p> <p><b>7.3 New Auditor - Nexia</b>            The VWA Board noted the following information received from Nexia regarding the VWA’s request for sponsorship;            “There is a continual push in the sector to maintain better independence with audit clients and Nexia is taking a strong position on this – ie maintaining independence means not actively advocating for clients through sponsorship and associating with the client’s activities”.</p> <p><b>7.7 2024 VWA Budget</b>            The VWA Board approved in principle the VWA 2024 Budget.</p> <p>The VWA Board approved the following payment schedules;</p> <ul style="list-style-type: none"> <li>• VWA Staff Salaries</li> <li>• VWA Casual Staff Salaries</li> <li>• VWA Volunteer Hobby and Honorium payments</li> </ul> <p><u>Resolution</u>            The Board resolved to approve the Budget and payment schedules as circulated.</p>	

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	Carried: Unanimously	
8.0	<p><b>VWA OPERATIONAL REPORT</b></p> <p><b>8.1 CEO Report</b>            The Board noted the CEO Report as circulated.            The VWA Board formally noted that Sascha Stone (VWA Marketing and Communications Manager) had resigned from VWA effective as of Friday 1<sup>st</sup> December, 2023. The VWA Board thanked Sascha for her support and commitment to the sport of volleyball and wished her all the best for her future life journeys.</p> <p><b>8.2 Strategic Plan Report – Comparative Data 2023</b>            The Board noted the report as circulated. The VWA Board noted that moving forward they required this document to be tabled on a quarterly basis.</p> <p><b>8.3 Places to Play Report</b>            The Board noted the Places to Play Report as circulated.</p>	Comparative data information to be tabled at Board meetings quarterly.
9.0	<p><b>SUB COMMITTEE UPDATES (verbal)</b></p> <p><b>9.1 Indoor Beach Volleyball Federation (6 December)</b>            RK provided a verbal update to the meeting.            The meeting noted the closure of the Port Kennedy Indoor Beach Volleyball Centre.</p>	
10.0	<p><b>GENERAL BUSINESS</b></p> <p>Nil.</p>	
11.00	<p><b>DATE OF NEXT MEETING</b></p> <p>12 February, 2024</p> <p>Christmas &amp; New Year Office Closure            15 December, 2023 to 2 January, 2024.</p>	