

Minutes of the meeting of the directors of Volleyball WA
Held at 180 Charles Street, West Perth
on Monday 11 March, 2024

Present: President - Ian Phipps (IP), Matt Hodge (MH), Darren Beltman (DB), Michelle Hort (MHo), Ben Mc Robb (BM), Helen Shields (HS) & Robyn Kuhl (RK)

In attendance: Leah Clayton (Agenda Item 1.1)

Apologies: Ruth Gibbons (RG)

Summary of Actions

ITEM	ACTION	ACTION BY
3.1	<p>Risk Management Matters</p> <ul style="list-style-type: none"> RK to amend the annual Board meeting calendar as per the discussions at the meeting. An Annual Strategy Meeting to hosted – RK to include in the calendar. A VWA Board Delegation to the VWA CEO document be drafted for discussion by both parties. 	<p>RK</p> <p>RK</p> <p>BM / HS</p>
4.1	<p>VA NIF Policy – Complaints, Dispute and Discipline</p> <ul style="list-style-type: none"> RK to write to the VA Integrity Manager and provide the VWA Board's feedback. RK to produce an Addendum to the Policy. The remaining two VA NIF Policies to be tabled at the next meeting. 	<p>RK</p> <p>RK</p> <p>RK</p>
4.4	RK to write to Perth Reds Volleyball Association (PRVA).	RK
5.1	RK to write to UWA VC reminding them of their WAVL requirements and the deadline of the 31 March, 2024.	RK
7.2	<p>TIL accruals to be provided to the Audit Committee.</p> <p>VWA Financial Management Policy to be reviewed.</p>	<p>RK</p> <p>Audit Committee</p>
7.3	RK was to approve the purchase of additional security cameras and a screen in the office for staff to view all the cameras prior to leaving the office premises.	RK

Minutes

AGENDA	AGENDA TOPIC	ACTION
1.0	<p>OPENING AND PRELIMINARIES</p> <p>1.1 Welcome and Apologies The President opened the meeting at 6.00pm and provided an Acknowledgement of Country.</p> <p>1.2 Welcome and Introductions IP also welcomed and introduced Leah Clayton (VWA Marketing and Communications Manager) to the meeting.</p> <p>1.2 Declaration of Interests The meeting noted the conflicts of interest as previously tabled.</p>	
2.0	<p>MINTUES FOR APPROVAL</p> <p>2.1 Confirmation of Minutes The VWA Board approved the following meeting minutes as tabled at the meeting;</p> <ul style="list-style-type: none"> 12 February, 2024 	

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	<p>Resolution That the minutes of the Board of Directors held on the 12 February, 2024 be confirmed as true and accurate records.</p> <p>Carried: Unanimously.</p> <p>2.2 Actions of the previous meetings 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"> • VWA Advocacy Plan (to be completed in first quarter of 2024). • John Sewell Service to Volleyball in WA Award • Bank Account Higher Interest • VWA Board Delegation to CEO draft document 	<p>IP / DB RK RK (VWA) BM/HS</p>
3.0	<p>VWA BOARD RISK MANAGEMENT PLAN 3.1 Strategic Plan Implementation Strategy The meeting discussed the following;</p> <ul style="list-style-type: none"> • The Volleyball Australia (VA) Participation Plan section of the VWA Strategic Risk Management Plan. After discussion the meeting agreed with the content of this section. • The VWA Board annual meeting calendar – the VWA Board agreed in principle to the calendar and requested that RK make the relevant amendments including adding an Annual Strategy Meeting to the calendar. • A VWA Board Delegation to the VWA CEO document still needs to be drafted for discussion by both parties. 	<p>RK to amend the annual calendar. BM/HS</p>
4.0	<p>BUSINESS FOR DECISION / RATIFICATION 4.1 Approval of VWA Policies The Board approved the following VA Policy;</p> <ul style="list-style-type: none"> • Complaints, Dispute and Discipline Policy <p>After discussion the VWA Board noted the following;</p> <ul style="list-style-type: none"> • They remain extremely concerned about the inaction and lack of guidance regarding the matter of WA Constitutions complaint management clauses. • To this end they will adopt an addendum that basically says that the adoption of the VA Policy does not over-ride the responsibilities of the VWA Board for adherence to their Constitutional requirements. • They are also very concerned about the overall workload for and the VA Integrity Manager, and believe that the new procedures may well cause unmanageable workloads for VA , and in turn could cause delays and result in discontent to / for our members (individual and club). <p>Resolution That the VA Complaints, Dispute and Discipline Policy be confirmed as approved. An Addendum Policy be produced to regarding the</p>	<p>RK to write to the VA Integrity Manager and provide the VWA Board's feedback. RK to produce an Addendum to the Policy.</p>

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	<p>responsibilities of the VWA Board for adherence to their Constitutional requirements.</p> <p>Carried: Unanimously.</p> <p>The VWA Board also noted that the remaining two VA NIF Policies would be tabled at the next VWA Board meeting.</p> <p>4.2 Rescinding of VWA Policies As a consequence of the adoption of the Policy (as per Section 4.1) the VWA Board approved that the following VWA Policies would be rescinded;</p> <ul style="list-style-type: none"> • Complaint Management Policy • Member Disciplinary Policy <p>Resolution That the two VWA Policies be confirmed as rescinded.</p> <p>Carried: Unanimously.</p> <p>4.3 Changes to the VWA Board Charter The VWA Board noted the changes to the VWA Board Charter as tabled at the meeting.</p> <p>Resolution That the updated VWA Board Charter be confirmed as approved.</p> <p>Carried: Unanimously.</p> <p>4.4 Change of Association Name – Reds Volleyball Association (PRVA) The VWA Board discussed the information that had been supplied. After lengthy discussion that VWA Board made the following decisions;</p> <ul style="list-style-type: none"> • For 2024, Volleyball WA will provide Perth Reds Volleyball Association the opportunity to affiliate as a ‘Gold’ affiliate. • Volleyball WA reserves the right to revisit in 2025 and beyond, both the name of the Association, and the affiliation category for the Association. This will be in conjunction with the ongoing discussions regarding the WAVL Criteria initiatives for 2024+ (Introduction of Zones) and 2026+ (Introduction of Associations). <p>The Volleyball WA Board remains disappointed and concerned that Perth Reds Volleyball Association made most of their decisions regarding these matters without consultation with Volleyball WA. It was noted that this has the potential to have a large number of ramifications for “Volleyball throughout Western Australia” which could require a significant amount of unplanned work for both the Volleyball WA Board and Staff teams to resolve.</p> <p>The VWA Board requested that RK provide a response to PRVA.</p>	<p>RK to write to Perth Reds Volleyball Association.</p>

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	<p>4.5 Formal Ratification of Selections AYVC and AVSL (as per previous Email Curricular)</p> <p>AYVC</p> <ul style="list-style-type: none"> • HOD – Jackie Tamburri <p>AVSL</p> <ul style="list-style-type: none"> • Men - Assistant Coach (non-travelling) – Nick Bew • Women – Assistant Coach (non-travelling) – Carly Walters • Women – Mentee Coach – Tim Everett • HOD – Rachel Trent <p>4.6 Ratification of 2024 Affiliates The VWA Board ratified the below listed 2024 VWA Affiliates.</p> <p>Platinum Regional: Broome Volleyball Association Denmark Volleyball Hedland Volleyball Association North West Volleyball Association</p> <p>Silver (Schools) Albany Primary School Aquinas College Belridge Secondary College Gilmore College Greenwood College Hampton Senior High School Lumen Christi College Perth Waldorf School Rossmoyne Primary School Sacred Heart College – Sorrento Southern River College West Leeming Primary School</p> <p>Bronze Brazil WA Volleyball Club Bridgetown Leisure Centre City of Kalamunda - Hartfield Park Recreation Centre City of Rockingham City of Swan Curtin University Edmund Rice Centre Mirrabooka Filipino Australian Sports Association (FASA) Geraldton Aquarena Geraldton Beach Volleyball Jungle Sports Kingsway Indoor Stadium Leisure Fit Melville Leschenault Leisure Centre Loftus Recreation Centre Mandurah Filipino Sports Club</p>	

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	Panjab Warriors Sports Club PCYC Bunbury Perth Pinoy-Aus Sports Club Inc. ReLink Australia Shire of Donnybrook-Balingup – Donnybrook Recreation Centre Shire of Murray Aquatic and Leisure Centre South West Sports Centre United Volleyball Club UniSport Australia Ltd. Western Storms	
5.0	<p>BUSINESS FOR Discussion 5.1 VWA WAVL Criteria RK provided an update to the VWA regarding the status of the Clubs and Association in relation to the requirements of the WAVL Criteria. It was noted that the majority of the Clubs and Associations were on track to complete the requirements as listed by the 31st March, 2024.</p> <p>It was however noted that UWA VC did not currently meet the following two requirements;</p> <ul style="list-style-type: none"> • Over 320 members (UWA VC currently has 188 registered members for 2023/2024 and 20 registered members for 2024/25). • Provision of two of the four participation programs – UWA VC had one Social Volleyball program in Term #4, 2023 which had a total of 37 registered members. The Social Membership requirement for this category of participation is 50 members. <p>The VWA Board requested that RK write to UWA VC reminding them of their WAVL requirements and the deadline of the 31 March, 2024.</p>	RK to write to UWA VC.
6.0	<p>BUSINESS FOR NOTING 6.1 Nil items.</p>	
7.0	<p>FINANCIAL REPORT 7.1 Financial reports as presented. MH distributed the Financial Reports and comments via email circular.</p> <p>Resolution The VWA Board resolved to adopt the financials as circulated.</p> <p>Carried: Unanimously.</p> <p>7.2 2023 Audit RK noted that the Audit processes commenced with the initial meeting being held on the 27 February, 2024. The Auditors will attend the VWA office for four days commencing 18 March, 2024. Thereafter a VWA Audit Committee meeting will be held.</p> <p>The Audit Committee (IP, MH and RK) requested that the TIL accruals for the VWA staff be provided to the Committee. RK also noted that the Audit Committee needed to review the VWA Financial Management Policy.</p>	TIL accruals to be provided to the Audit Committee. Review of the Financial Management Policy.

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	<p>7.3 City of Vincent – installation of security cameras RK noted that there had been significant security and safety problems at the VWA office and courts due to beggars and homeless people around the premises. The VWA Board approved that RK was to approve the purchase of three additional security cameras and a screen in the office for staff to view all the cameras prior to leaving the premises.</p> <p>7.4 Healthway Instalment Report - February RK noted that the instalment report had been submitted.</p> <p>7.5 Other Grants submitted; The VWA Board noted the following grant had been submitted by VA and VWA ;</p> <ul style="list-style-type: none"> • Tourism WA – National Event Proposal 2025 – 2027 	<p>RK to approve the purchase of the premises security requirements.</p>
8.0	<p>VWA OPERATIONAL REPORT</p> <p>8.1 CEO Report The Board noted the CEO Report as circulated.</p> <p>8.2 Places to Play Report The Board noted the report as circulated.</p>	
9.0	<p>SUB COMMITTEE UPDATES (verbal)</p> <ul style="list-style-type: none"> • Referee Committee (14 & 26 February) RK provided a verbal update to the meeting. 	
10.0	<p>GENERAL BUSINESS</p> <p>Nil.</p>	
11.00	<p>DATE OF NEXT MEETING</p> <p>15 April, 2024</p>	