**Committee Meeting**

**Monash University Water Polo Club**

**Agenda – 26/8/2018**

**5:30pm Lifeguard Tower – Doug Ellis Pool – Clayton**

Meeting called to order by Kai-Yang at 5:30 PM.

**Attendance**

Present: Kai-Yang, Mark, Lara, Dean, Aidan, Jason (call (in and out)) Kai-Xing (call (in and out)), Zac (late),

Apologies: Tom

Absent: Tilly

**Previous minutes**

Approved by Aidan, seconded by Lara.

1. **General**

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| **Topic** | **Discussion** | **Actions** |
| 0.1 Monash Clubs Awards | Message from the President:  We were nominated for most popular sporting club, most popular event (ball), publication, and club administration ☺ We won best club!  Shows that our hard work in appeasing TeamMONASH has really paid off, well done team – this is something to be really proud of because we really were on the brink of being shut down at the start of this year!  Remember, keeping in TeamMONASH’s good books is crucial to our access to the pool and financial support (although we are far more financially independent than previously) |  |
| 0.2 Manual and Constitution | Kai-Xing aiming to finish first draft by end of October to give everyone time to edit.  Constitution to be re-written late this year or next year | Kai-Xing  Kai-Yang |
| 0.2 Bathers and Caps | Still waiting for bathers despite Rowan saying they would arrive on 24/8/18…  Once that gets sorted…what should we buy re stock?  Still awaiting updated cap designs from Delfina, will aim to have new caps by next season at the latest | Kai-Xing to continue on the caps order |
| 0.3 Other uniform items | Still no progress from Team Monash, I’ll hassle them at the Presidents’ meeting |  |
| 0.4 Team kits (caps and balls) | Jason has made sure that every team is as close as possible to having 2 full sets of caps. Rowan has a big bunch of spare caps at home so potentially a source for extra caps if we need.  Gear policy not yet announced – if teams lose their stuff they have to pay for it  Mark to write up a few points about what team managers need to know. | Mark to write up team manager tips and Jason to send out email with the tips and fine policy regarding gear to team managers. |
| 0.5 Hooks for goals | No updates I haven’t gotten around to this yet | Kai-Yang to contact B&P |
| 0.6 Pool hire affiliation amendment | President:  Michael Jones not agreeable to re-signing agreement this late into the year and said we will need to re-discuss pool arrangements after completion of the works anyway. Also it seems the nicest pool lady is no longer in her role though… |  |
| 0.7 Public liability insurance | Annual premium $605, $10m cover for public liability excluding injury from swimming (practice and games) and molestation  We definitely need insurance, especially for ball and Ballarat. Dean will discuss more precise details with broker and get back to us, also will check with WPV what sort of insurance cover we already have. | Dean to follow up. |

**1. Juniors**

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| **Topic** | **Discussion** | **Actions** |
| 1.1 Juniors and sub-juniors | Everything ok?  Dean looking for help in the long-term  Around this time every year Dean gets lots of enquiries, there are 4 new u14 boys and a few new u12 girls.  Also, David Smythe sending more kids from year 9 + 10 MHS to join the club in the near future. |  |
| 1.2 Nunawading Winter games | NYP sessions: 16/9 |  |
| 1.3 Ballarat competition | 6-7 October  Verbal confirmation for 15 teams, written tomorrow. Dean still expects 18 entries all up.  Lanyards organised and have arrived.  Bags organised, drawstring bags – manufacturing started, coming in a few weeks. Ordered 500 bags – sponsor logos are not on the bags as they will be used in future years too.  Confirm tomorrow, costs about $1.60/bag.  Sponsor logos will be on:  Tshirts (yearly), programs and maybe banners  Aidan has started work on a webpage for the competition. Ballarat.monashuniwaterpolo.com.au  Saturday night function confirmed by indoor centre  3 laser games and go-kart ride $20  BBQ for everyone from remaining funds  **JOBS for volunteers**  1 PHOTOGRAPHER for the weekend  Presentation and candids at the games/sidelines/coaching/sat night function  2 couple of people on the gate at the morning  Distribute bags to the team managers  Charge entry to parents for the weekend  $5 adult $10 family – will need to do something like that again  ~People selling stuff – from Delfina (same as gates?)  ~People responsible for scoring + live ladder  Around 6 parents from Monash helped last year probably will help again, maybe some from other clubs too  BUT mainly were doing bbq cooking  Charge for dinner on Saturday night and Breakfast Sunday.  Athletes and coaches not charged – they will all have id tag.  Parents have to pay eg $4 burger dinner or bacon and egg muffin breakfast  Maybe we can sell a pass for parents? Coupons? Dean to explore.  Kids will have boxes to be hole punched based on what they’ve paid for, how much food they can eat, Saturday night games and ride etc on the lanyard/id tag  Organised 3 perpetual trophies, 1 for each comp.  Tinsmith at Sovereign Hill making brass goldpan, spoken to local awards place in Boronia to do engraving – tournament logo in middle and things around for winner each year.  Will have last year’s winners to start with  Towels for winning kids – 30 towels organised  Lara waiting on Delfina for towel details.  Stuff for bag?  Bag will have lanyard, tshirt, program, whatever we can get from sponsors and maybe some other stuff if we end up having to buy.  Glen mentioned Thursday night, local club just established got much better rates than we did last year for pool hire but Dean will talk to them about it  Dean won’t get busy until he has to do fixtures,  Then again in 3 weeks when he gets all the individual details.  Idea for the website: have live play by play updates over the weekend.  Aidan come down both days – maintain website and stuff  Facebook word + photo updates come over onto website Aidan looking at options  Emma & Toms Lara to chase up  Continue waiting for replies and finding more sponsors | Dean to send Mark tournament logos for promotion on Facebook.  Dean to send Aidan photos for the webpage.  Aidan to continue updating webpage with photos and information from flyer.  Dean to talk to Tony about whether we can use SportsTG live scoring for Ballarat or not.  Aidan incorporate live scoring and text/photo updates into the website.  Lara to contact Woolies/Coles/other? To get stuff for bbq, eg fruit  Lara to continue looking for sponsors and following up with them |

**2. Seniors**

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| **Topic** | **Discussion** | **Actions** |
| 2.1 State Championship competition and training | Things are going ok so far.  People need to pay their fees! Zac and Jason to chase up. | Zac to draft emails and follow up on people who haven’t paid yet.  Jason to help Zac with that.  Kai-Yang to monitor how training goes |

**3. Finances**

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| **Topic** | **Discussion** | **Actions** |
| 3.1 Financial position | Monash grant not yet paid – invoice has been forwarded again. |  |
| 3.2 ABN | Dean re-lodged application to get online. Still no updates. |  |
| 3.3 Things to pay | Jason reimbursement for new training balls.  Balls are on the way, about $150 but is happy to just do it next meeting. |  |
| 3.4 Bunnings BBQs | Tilly no updates |  |
| 3.5 Juniors bank account | Should Dean and Jason to open a new bank account to put proceeds of juniors stuff eg Ballarat?  Dean already has a separate bank account for the juniors/Ballarat comp.  We are worried that Team MONASH will make us get rid of our juniors program or future committees will be less willing to integrate the juniors so best to keep some things separate.  $400 that went out of the bank account was transferred bank to Dean’s separate account from last year’s Ballarat |  |

**4. Social Media/Marketing**

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| **Topic** | **Discussion** | **Actions** |
| 4.1 Brainstorming | What else can we do re: social media/marketing? How to get people keen to get involved in committee for next year? |  |
| 4.2 Interviews! | One person each week to fill out the interview, then nominate the person to do it next.  Thought about doing video recorded interviews but the photo and text will probably be fine. |  |

**5. Social**

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| **Topic** | **Discussion** | **Actions** |
| 5.1 WPV Bumpa Ball | No Monash teams – hard because it’s during season?  Maybe we can use these events to bring people new to the sport, which is what WPV wants too. Very cheap.  BUT how can we get those people to do it and what if they can’t swim anyway? |  |
| 5.1 Next social event | We have a number of weeks where there are no games for all leagues – social events?  Last week Sep  First week Oct  Last full week Oct  First full week Nov  Probably too hard to do anything on those four weeks because they are grand final week and Ballarat weekend and last two are very close to exams. |  |
| 5.2 La Trobe 40th bday trivia night 8/9 | <https://www.facebook.com/events/440955009743932/>  We should try to get a table there!  $30pp food and drinks included |  |

**6. Other Topics**

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| **Topic** | **Discussion** | **Actions** |
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Meeting closed by at 7:10 PM.