



Minutes & Action Items

Board Meeting

Tuesday, 10 April 2018

Reventon Centre, Yarraville.

Attendees: Paul Cosgriff, Mark Dunn, George Hoy, Warwick Loton.

Apologies: Shelly Ames, Jason Colebrook, Larry Eforgan & Jon Loughron

Meeting commenced at 7:13pm

Item	Action by who	Action by when
Presentation on Hall of Fame & Legends Function HofF/Legends function to be referred to David Pitt, as part of Archival Project.	WL/MD	Ongoing
Previous Minutes of Meeting 20 February & Business Arising. Contribution to VBSA by George & Kathy Morrow to be recognised prior to departure for Ireland. Small farewell function to be organised at Yarraville Club and a presentation to be made. Henry Checuti to be approached to supply.	GH	Early May 2018
Dolly Lindrum's 96 th birthday 13 th May 2018. Suitable acknowledgement to be made by VBSA. MD to speak to Michael Tinsley, Guardian, about an appropriate method. Ron Stecum & Graeme McNeil to attend.	MD	By 13 May 2018
Bank account signatories & EFT arrangements. PC & MD to attend local ANZ branch with copy of relevant Minutes & lodge change of signatory form. EFT not required as current arrangement satisfactory. Secondary (Junior) account also to be checked for signatories.	GH/PC/MD	Next meeting
Code of Ethics. WL to talk to Barry Jenner about method of implementing in conjunction with ByLaws.	WL	Next meeting
VBSA website & database. Estimated 2-year process to upgrade; cost \$100K. SRV funding a possibility. MD to chase timing.	MD	Ongoing.
Web Forum not sending notifications. Alan Croft to be asked to fix & also send notifications for subsequent posts to alert Board of activity. GH has been discussing with Alan.	GH/MD	30-Apr-18
Replacement for Alan Croft re pennant finals organisation. WL to approach Simon Fortune & perhaps others. Suggested whoever targeted discuss with Alan.	WL	Next meeting
Tournament minimum numbers. ByLaw redraft required to 32 men & 8 women for snooker and 16 men & 6 women for billiards. Juniors to be at discretion of tournament organiser & VBSA Junior Development Officer.	GH/MD	Next meeting

Coaching.	○ Steve Ebejer to be contacted and it impressed upon him to resolve all outstanding accreditation issues as a matter of urgency. ○ The issue of coaches having to be Level 3 Referees (per ABSC) was raised but will be referred back to ABSC to gain approval from State Affiliates & ABSR. ○ JC has asked that State Director role requires appointee to conduct at least one days training annually for new coaches & that a report be submitted to the VBSA Board by the Director on activity for preceding year by all coaches.	PC PC PC	30-Apr-18 Next ABSC meeting 31-May-18
Affiliate Agreement.	○ Updated Agreement being developed with Barry Jenner & circulated by 1 st July. ○ Secretary to alert all existing Affiliates that new Agreement will be in place by 1 st July 2018 and a \$100 fee will be charged. Some already paying the fee.	WL MD	31-May-18 Next meeting
Legal Advice.	○ Process to acquire a membership form from all members is well underway. Approx. 1/3 rd acquired. Reminder to be sent to individual members ASAP. ○ Draft By-Laws to be prepared to deal with instances where Members have not completed the application form. ○ Rules (Constitution) modification to be drafted to present at AGM to address requirement for completion of Membership Form.	MD/LE MD MD	Next Meeting Next Meeting 31-May-18
Sponsorship Director. Report from George Spiteri to be chased.		PC	30-Apr-18
Board & Snooker Convenor Vacancies. All those approached have declined. Charlie Chafe's mother (a solicitor) may consider coming onto Board at next AGM.			
Historical & Archival Sub-Committee. All proceeding well.			
VBSA funding for players representing Australia at International events is no longer to be extended to men. Women & Juniors may be facilitated, on application, by investigating State Government funding opportunities and if none available, by direct funding by VBSA. Such State funding opportunities to be researched ongoing.		MD	Ongoing
PIBS cloths. Taylor's advised price is "break even" for them. JC accepts this position. NFA.			
Live scoring. PC to request Adam Wyard to provide software, not just access to ABSC program.		PC	Next meeting
Moved GH, Seconded WL that Minutes be accepted.			
Financial Report			
Report attached.			
Accounting software, Cash Flow Manager, no longer supported. GH to consider more commercial system e.g. Quick Books or MYOB. Web version not required. Data to be migrated to new system. Collins & Co (VBSA auditors) to be asked to assist/advise.		GH	Next meeting
Andrews Atkins Shield. VBSA funding when playing in Tasmania to be reviewed. Is this the best use of member's funds?		GH	Next meeting
Moved GH, Seconded WL that Report be accepted.			
Mailing List			
Current indications are that only approximately 100 members will agree to be included in Mailing List to be provided to sponsors. Must complete Membership Forms exercise first.		MD	Next meeting

Membership Forms		
Once LE has completed input (likely by 30/4), e-mail to individual members who have yet to submit form, plus all captains, prompting completion. More strongly worded request to follow for those still unresponsive.	MD	Next meeting
General Business		
WL. <ul style="list-style-type: none"> ○ VBSA Records Management. Consideration to be given to a “cloud based” repository with a clear folder structure that will allow access by all Board members to key data. Database Form & Secretary’s records don’t provide full access. ○ Junior Development. WL spoke about a program possibly based on an English system (Teesside Boys Billiards League, Middlesbrough. David Pitt & Robby Foldvari have indicated interest in being part of any new program with Robby offering to be flexible with his rates. MD suggested getting all coaches, Tony Fridman & current Development Officer (JL) to a “brain storming session”. GH raised the possibility of having a grandparent/parent/child Day at Reventon to spark some interest. Input of all Board members requested. ○ PIBS Launch at Government House & Exhibition. Plans underway for launch from 3 to 5pm on Friday 8th June. Also exhibition at a city club that evening. JC, WL & MD managing timing, formats & attendees. 	WL JC/MD	Next meeting 08-Jun-18
MD <ul style="list-style-type: none"> ○ Call for advice on Clubs that no longer exists but still appear as active on VBSA database. Request to be circulated again. 	MD	Next meeting
PC <ul style="list-style-type: none"> ○ Suzanne Cory High School. Formal authority required from school to allow publication of images of students on VBSA website/Facebook page. Kim Ivett to be asked to chase. ○ President’s Message. PC to prepare & forward to MD to publish on website. Once published, bulk e-mail to all members to alert them. Issue of poor sales of ABSC 200 Club to be included. 	PC/Kim Ivett PC	30-Apr-18 Next meeting
Next Meeting		
	Bentleigh Club, 33 Yawla Street Bentleigh	Tuesday 22 May, 2018 at 7:00pm

Meeting concluded 11:21pm

Paul Cosgriff, President