



ACTRRA Operations Report for July 2010

Meeting of the Executive Committee held Thursday 15 July 2010

Previous Business

- The following points arising from previous business were discussed at the Executive Meeting:
 - i. ACTRRA Operations Manual. The decision has been made to finalise this document prior to the 2010 AGM. The 'to do' lists that are required to be finalised include:
 - a. Treasurer Roles;
 - b. Duties for Exchange Programs;
 - c. Setting up of the Annual Presentation Night;
 - d. Duties involved with the Registrar General; and
 - e. Coordinating the Annual Report.
 - ii. Association Tracksuits. The Secretary discussed this issue with Bill Milward at the Brumbies Office and it was decided that Bill, the Vice President and the Secretary would meet to discuss this issue following the completion of this season. The underlying intention being to ensure that ACTRRA members have the option to purchase an Association branded tracksuit at the start of next season, whether this be through the Brumbies or the Executive.
 - iii. Major Game Milestones. After considerable discussion the decision was made by the Executive to mark future major game milestones of Association members by presenting them with an engraved glass mug rather than with the traditional coin.

Correspondence

- In: The following correspondence has been received since the last Executive meeting:
 - i. Invitation to the 2010 Macdougall Medal and Presentation Night from Brumbies Rugby.
- Out: The following correspondence has been sent since the last Executive meeting:
 - i. Thank you letter to Mr Wilf Hedley.
 - ii. Secretary Email to the Association advising of the Resignation of Mr Wilf Hedley from his role as U19 Appointments and Grading Coordinator.
 - iii. Secretary Email to the Association regarding Referee Uniforms.



ACTRRA Executive



Financial Business

- A copy of the monthly Financial Report is attached.

New Business

- Presentation Night. The upcoming Annual Presentation Night was discussed with the main topic of discussion relating to the venue and other actions required to organise the event. The Vice President will again take the lead in organising the evening with support from the Secretary on a number of required tasks. The August Executive Meeting will focus primarily on the progress of this key event.
- CGAC Chairman Update. Allan Casey provided an update of current events and issues for the CGAC. These are as follows:
 - There have been, and will be, a considerable number of referees and referee coaches unavailable over the previous and upcoming weeks. Some of this can be attributed to the school holiday period.
 - The next fortnightly coaching meeting will be held at Canberra Grammar commencing at 7.00pm on the 22nd July 2010.
 - The July Referee Development Night will be also double as the Senior Referee Finals Meeting for 2010. All Senior Referees are very strongly encouraged to attend.
 - Senior Referee Gradings will be released on 20th July 2010.
 - Senior Referee Coaches will be working with Junior Referee Coaches at senior matches on Saturday 17th July.
 - Congratulations to Will Boyle on the occasion of his first 1st Grade game.
 - Seven Level 1 Referees will be undergoing their Level 2 field tests in the next two weeks.
 - Senior Referees using communications equipment are requested to ensure the security of this equipment during the period of its use at matches. If the equipment cannot be locked in a change room or similar facility then it should be left with the Referee Coach present or the camera man.
- U19 Appointments. The President formally thanked Allan Casey, Andrew Edelman and Graeme Clancy for their efforts in relation to U19 Appointments over the past 6-7 weeks.

Next Meeting

- The next Executive Meeting will take place at the ACT Rugby Union Club at 7.30pm on Tuesday 3rd August.



Treasurer's Report

June, 2010

	Debits	Credits
Opening Balance - 1st June 2010		\$4,561.45
Transaction Record - 1st June 2010 till 30th June 2010		
ACTRRA Off-field Kit Payment		\$170.00
Monthly Interest		\$4.55
Total Credits		\$174.55
Bank Fees	-\$0.50	
April Referee Training	\$720.00	
Incoming Exchanges	\$420.00	
Test Match Tickets (exchanges)	\$366.95	
Total debits	-\$1,507.45	
Balance as on 30th June 2010		\$3,228.55
OUTSTANDING Amounts		
Total Credits		\$0.00
Bank Fees	-\$0.75	
April Referee Training	\$560.00	
Total debits	-\$560.75	
Closing Balance		\$2,667.80

This report is accurate as of the 5th July 2010, Sarah Corrigan, Treasurer