



ACTRRA Monthly Committee Meeting Minutes

1930hrs, 13 May 2014, RUC, Barton, ACT

Attendees:

ACTRRA Committee	Coaching, Grading and Appointments Committee	Apologies
Robert Boyes (RB)	Jeff Stone (JS)	Scott Izod (SI)
Sarah Corrigan (SC)		Charl Cromhout (CC)
Geoff Palmer (GP)		Brett Bowden (BB)
Andrew Crozier (AC)		Robert Nelson (RN)
		Anne Nelson (AN)

1 Introductions & Apologies

Meeting commenced: 1930hrs

- All welcomed to the ACTRRA Monthly Committee Meeting. Apologies as listed above. A special mention and welcome to our new Assistant Secretary Andrew Crozier

2 Under 19 Coordinator Report (JS)

i. Junior Pre-Season Seminar Sun 27 Apr 2014.

- JS** advised that the Junior Pre-Season Seminar was well received and has attained positive feedback
- JS** informed that the 'Stable Software' is around 75% ready and should be rolled out very soon.
- JS** advised the Junior Grading list will be a live document and will be updated on a 3 week cycle.
- JS** reported around 6 games a weekend are not being appointed to
- JS** advised that Brett had agreed to appoint Senior Coaches to Junior appointments in the second week of June.

~~Action: Nil~~

43 ACTJRU Liaison Officer

- AN** provided ACTJRU meeting and a summary is attached as per her email Attachment D



64 Meeting Minutes

- Previous meeting minutes of 14 April 2014 were reviewed and a motion moved by **GP** and seconded by **SC** was carried unanimously to accept the Minutes as an accurate record of the business discussed.

~~Action: Nil~~

85 Outstanding Action Items

- The Action Items from the previous meeting minutes were reviewed and amended as per Attachment A.

~~Action: Nil~~

106 Secretary's Report

i. Correspondence

- Routine correspondence in accordance with business as usual.
- PO Box repayment made and claim sent to **SC**
- A decision on the method of fundraising on the Brumbies Signed jersey will be made in the next few weeks

~~Action: Nil~~

127 Treasurer's Report

i. Financial Position

- As per Attachments B.

ii. Annual Subscriptions

- SC** advised \$900 in annual Subs has already been received.

~~Action: SC to send an email to Caitlin Ryan to find out if Brumbies Rugby will assist in the administration of collecting Subscriptions~~

148 Vice President's Report

i. Correspondence

- RN** submitted a written report by proxy and is attached as Attachment C.

~~Action: Nil~~



169 President's Report

i. Subs

- RB advised he is yet to discuss with the brumbies the reasoning for the introduction of Subscriptions

~~Action: RB to write to Craig Leseberg in regards to the thinking of the ACTRRA and the forward planning and financial forecasting over the next 3-5 years.~~

- 'Flanners' to be added to the mailing list as a member of the ACTRRA

ii. Life Membership

- RB discussed the need to ask for Life Membership nominations from specific individuals

~~Action: RB to canvas Life Membership Nominations with identified personnel~~

iv-iii. Development Night

- RB discussed the best way forward for the food options of development night. It was agreed that we would remain with the status quo.

~~Action: Nil~~

vi-iv. General Discussion Items

- Referee Coaches would be given an ACTRRA Coaches Jacket on the premise of payment of their subscription in 2014

~~Action: Nil~~

1810 Business on Notice

- Nil

~~Action: Nil~~

2011 Other Business

- Nil

~~Action: Nil~~

2212 Next Meeting

- The next ACTRRA Monthly Committee Meeting is scheduled for **1930hrs 12 June 2014**, at the **RUC, Barton, ACT**.

Meeting closed: 2030hrs.



**ACTRRA Monthly
Committee Meeting Minutes**

I certify that these minutes have been recorded to the best of my ability and reflect a true account of the business discussed.

Andrew Crozier
Assistant Secretary
ACTRRA



Attachment A – Outstanding Action Items

Date	Issue	Action Required	Who
13 May 14	Building the Relationship with Brumbies Rugby	RB to write to Craig Leseberg in regards to the thinking of the ACTRA and the forward planning and financial forecasting over the next 3-5 years.	RB
3 May 14	Life Membership Nominations	RB to canvas Life Membership Nominations with identified personnel	RB
13 May 14	2014 Presentation Venue	SC to arrange a quote from the National Press Club	SC
13 May 14	Brumbies to assist with administration of the Subscription collection	SC to send an email to Caitlin Ryan to find out if Brumbies Rugby will assist in the administration of collecting Subscriptions	SC

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Closed Action Items from last meeting

Opened	Closed	Issue	Action Required	Comments
08-Apr-14	13-May-14	ACTRA Training Venue —:	RB to approach CGS for use of Flinders Park and CGS Gym. Keep open until post daylight saving venue decided	Done by RB
08-Apr-14	13-May-14	Management of inbound and outbound exchanges	RB and RN to organise inbound and outbound exchanges respectively.	Done — No Inbound exchanges in 2014
08-Apr-14	13-May-14	Appointment of new Assistant Secretary ———	RB to call for nominations to appoint new Asst Secretary and consult the Executive to ratify final selection.	Done by RB
08-Apr-14	13-May-14	Junior Seminar	CC and JS to organise Junior Seminar	Done by CC & JS
08-Apr-14	13-May-14	Google Drop Box for records management and easy access.	RN to set up experimental Google Drop Box	Done RN



Attachment B – Treasurer's Report March 2014

Treasurer's Report

March 2014

Debits Credits

Opening Balance - 1 March 2014 **\$3,547.96****Transaction Record - 1 March 2014 till 31 March 2014**

Interest Paid		\$2.49
	Total Credits	\$2.49
February Training	-\$640.00	
Development Night BBQs - 2012	-\$242.86	
Development Night BBQs - 2013	-\$338.74	
	Total debits	-\$1,221.60

Closing Balance - 31 March 2014 **\$2,328.85****OUTSTANDING Amounts**

2014 Sponsorship - National Plumbing		\$5,000.00
	Total Credits	\$5,000.00
Tracksuit Refunds to WBMF	-\$340.00	
	Total debits	-\$340.00

Closing Balance **\$6,988.85****Will Boyle Memorial Fund - Opening Balance** **\$7,386.01**

Interest		\$0.06
	Total Credits	\$0.06
	Total debits	\$0.00



Closing Balance	\$7,386.07
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Attachment C – Vice Presidents Report

Executive Meeting – May 2014 Vice-President's Report

Good Evening

My apologies for missing the May meeting, however employer pressures have forced my hand on this one...

This month, only minor items and updates to report.

First report item: Referee Exchange/ Interchange program 2014

Tickets for Reece and James are booked and paid (Thanks Sarah for the reimbursement). I am yet to get updated ground activity details from Lyndon (Canterbury) or Colin (South Canterbury) however I shall drop them both an email whilst I am away prompting for airport details etc. We managed to rebook James onto different flights so that South Canterbury weren't struggling as much to deal with the extreme arrival and departure times given that Timaru is two hours south of Christchurch. I will be keen to hear what James thinks of the Emirates service to and from Christchurch...

Both inbound exchanges are non-starters this year due to differing reasons, however I am of the belief that we should still keep them on the active list for next year.

Second report item: Google Drive

The ACTRRA Google Drive system appears to be running okay, as I haven't heard of any problems from any of the executive. A reminder to feel free to drop me a line if anyone has any questions. I am slowly working my way through the whole structure trying to tidy things up and archive out-of-date items.

Please use the GD for all files and documents where possible so that we leave a neat and logical structure for those who follow in our footsteps.

Also, a reminder to all, that executive members have their own dedicated folders (Look under "Executive/Executive Members"). I will not touch anything within these folders.

Third report item: Complaints about Referees

As fellow Executive members will recall, Rob B has appointed me to look after this portfolio. As part of this process I will update the Executive on any matters which cross my desk. We received one complaint during the reporting period, from a coach at Royals. Rob B will be able to update you on the details as he sees fit, however the matter has been addressed initially by me, and subsequently by Mark Snow. It was deemed appropriate to include Snowy as he has a more personal contact with the referee involved, and was therefore able to provide more strength to the complaint. A reply has been sent to the Royals coach, and I am of the opinion that the matter is closed, other than to add that Snowy will keep an eye on the appointments to ensure that the two personnel involved do not cross paths again this year.

Finally, I would like to welcome Drew to the Executive. I am sure that he will bring both good skills to the role, along with his rather dry sense of humour (to counterpoint my rather wet one...)



That's all for my report this month. Again, my apologies for my absence. Feel free to email, sms, or ring me if you have any questions. I should be back in-country on Friday 16th May.

Cheers,

Rob





Attachment D

ACTJRU's Items of Business:

- President unhappy with ARU team levy, particularly for U7's & U8's. Will be having further discussions with ARU.
- See Brumbies Newsletter for development program, including trials, clinics and gala days.
- 31st May junior parade at stadium prior to the Brumbies V Rebels match.
- Secretary continues to be concerned about unauthorised persons inside the ropes, alcohol and dogs at grounds.
- 1 player from the U10's Broulee team has been granted permission to wear prescription 'goggles' on the field. Have asked Caitlin & Jeff to notify relevant referees/referee coaches.
- Development status for teams, still to be finalised.
- Teams who have been granted development status must introduce their players, who are playing down, to both the opposition coach and the referee.
- Incorrect 'League Republic' times have now been corrected.
- Many changes to the draw. It has been difficult to meet all requests for gala days (home teams at home on the same day).
- After round 7 there will be a redraw.
- After redraw the 7th and 8th placed-teams in the black division will be dropped to the gold division. Gold divisions, with suitably- large numbers will be split into a separate gold and green division.
- President was disappointed that all grades do not have 8 teams in black division.
- Secretary – now referring to teams by colour, rather than division.
- Next meeting will discuss relegation structure for finals' series.
- Greg Baynham, ACTJRU Assistant Secretary, will be replacing Peter Griffiths on the Judiciary. All red card reports, and judicial correspondence to be forwarded to Greg.
(Greg Baynham: greg@canberracomms.com.au Mobile - 0412-127-445)
- From round 2, 10th May 2014, the ACTJRU has agreed to the following changes. These changes only apply to age-groups U13-U18.

Uncontested Scrums

If a team starts with a contested scrum and a player becomes injured to the point where he can no longer contest the scrum he is also to be deemed unfit for play and must leave the field. He may be replaced at this time and the usual uncontested scrum rules apply.

Mercy Rule

- If the difference in score between two teams reaches 30 points or more then the winning team must reduce the number of players on the field by one.
- If the difference in score between two teams reaches 40 points or more then the winning team must reduce the number of players on the field by another player so that the team is two (2) players short.
- No players can return to the field until the margin is within 20 points at which point the winning the team can have its full complement of players back on the field.

NB: Two documents, extracts from Sydney Junior Rugby, are in circulation, here in the ACT. They were provided to the ACTJRU delegates at the commencement of discussions. However, the ACTJRU has applied its own variations, as outlined above.

- Late in the week, President forwarded proposed draft changes to *ACTJRU Rules of Competition*, which also included 'Uncontested Scrums' and 'Mercy Rule'. Requested notification once finalised.



- Request from Uni-North's delegate, Andrew Dawson, to give priority, when appointing referees, to those teams who have travelled considerable distance to play in Canberra, such as Jindabyne and Broulee. Delegate acknowledged shortage of referees (Request forwarded to Caitlin & Jeff).
- 2012 legislation will make it mandatory to obtain a *Working with Vulnerable People Card* from 2015.
- General comment from the floor regarding encouraging representative players to take up refereeing.

ACTRRA's Items of Business:

- Promoted 18th May Foundation Course –registration details on Brumbies site.
- Outlined process for contacting junior coordinators with late changes after COB on a Friday. Emphasised restricted access. Caitlin will forward junior coordinator's contact details on the weekly-appointments e-mail to JRU delegates.
- Touched briefly on the President's desire to improve the writing skills of some referees, who submit red card reports.