



Operations Report – Executive Meeting 1940hrs, 11 June 2015, The RUC Barton

Present:

<i>ACTRRA Executive</i>	<i>Coaching, Grading & Appointments Committee</i>	<i>Apologies</i>
Pres: Robert Boyes (RB)		Brett Bowden (BB)
V/Pres: Robert Nelson (RN)		Jeff Stone (JS)
Treas: Sarah Duncan (SD)		
Sec: Sam Whittle (SW)		
A/Sec: Ariel Miners (AM)		

1. Introduction and Apologies

- a. Meeting commenced: 1940hrs, Chair: RB.
 - i. Chair welcomed all to the monthly ACTRRA Committee meeting.
 - ii. Apologies as listed

2. Previous Minutes

- a. Previous meeting minutes of 19th May 2015 reviewed. Moved AM, seconded RN, carried unanimously to accept the Minutes as an accurate record of the business discussed.

3. Business Arising

- a. Action Items from previous minutes reviewed and amended as per Attachment A.

[See: Attachment A](#)

4. Sponsorship

The executive welcomed James Morris as a special attendee to the first section of the Executive Meeting to discuss the sponsorship and funding on the ACTRRA. James shared his experiences on the New Zealand referees sponsorship and culture. There was much discussion over how sponsorship can be approached from a business perspective, not just as a volunteer organisation, and the different paths that could be undertaken. As it currently stands, the Executive hopes to achieve a state where no subs have to be paid and a suitable level of kit both on and off field is provided. In lieu of this, discussions need to be had with Brumbies Rugby to clarify their terms of funding to the Association and then the Association can plan funding options for the future of the Association.

5. President's Report

- a. In lieu of the RDO's unfilled roll, Brumbies Rugby have employed a trainer on a casual basis to run Refereeing Kids Courses. BB has run the smart rugby course and is looking after the A&B Panel Junior referees moving towards Senior refereeing.
- b. Chris Nunn's presentation went very well with 26 attendees
- c. A development night dinner has been organised for the 16th at 7pm for the inbound exchanges
- d. There has been some conflict in regards to the comms gear. The referees that use the comms gear need to be vigilant in sticking to the processes stipulated by Brumbies Rugby whilst using the comms gear.
- e.



6. Vice President's Report

- a. RN advised that the all billets, games and activities have been organised for the inbound exchanges due in this week. The outbound exchange final details are still being fine-tuned however are mostly organised.
 - i. RB officially thanked RN on behalf of the exchangees, executives and members for all his hard work on organising the inbound and outbound exchanges.

7. Secretary's Report

- a. SW updated the executive on the WWVP situation. Currently no one has come back with a definitive answer so he will request a ruling from the ACT Government on the matter.

Action: SW to write submission to request ruling

8. Treasurer's Report

- a. Financial Report
 - i. As per attachments B [Once received]
- b. All invoices are ready for signing by another member of the executive
- c. RB to clarify with Brumbies Rugby on Chris Nunn Presentation invoice
- d. There has been a snag with the booking of the National Press Club but is being sorted out by SC's contact
- e. Referee Coach Payments are due to be paid. It was organised that RB will get a list of referee coaches to be paid from RIMMS with the help of Amy to SC. The cut off date will be the 30th of June to have the payments complete before the EOFY.

9. Other Business

- a. AM announced his resignation from the executive effective of the 25th of June. He thanked the executive and the members for the opportunity however the move to Melbourne will no longer permit his input to the Association
 - i. RN nominated Irene Jones and was seconded by AM
 - ii. Before any decision is made, RB will talk to previous members who showed interest in the Assistant Secretary position to gauge their current interest.

10. Next Meeting

- a. 1930 Hrs on 21st July 2015 at RUC, Barton

Meeting closed: 2115hrs.

These minutes reflect a true account of the business discussed.

Ariel Miners
Assistant Secretary
ACTRRA



Attachment A – Outstanding Action Items

Date	Issue	Action Required	Who
12 Jun 14	Social Media Concerns	RB to draft a social Media Policy for the ACTRRA	RB
14Apr15	Protocol for dealing with members who pass away	Draft policy	RB
14Apr15	New JRU Competition rules	Monitor and advise	JS
19May15	Lightning Policy	RN Drafted policy, needs submitting to Brumbies Rugby & ACTJRU	RN
19May15	WWVP Research	SW to write submission to request ruling to ACT Government	SW
19May15	ACTRRA Financial Standing	SC to run yearly budget to current financial status	SC

Closed Action Items from last meeting

Opened	Closed	Issue	Action Required	Completed



Attachment B – Treasurer's Report June 2015

Treasurer's Report				
June 2015				
		Debits	Credits	
Opening Balance - 1 June 2015				\$13,988.78
Transaction Record - 1 June 2015 till 30 June 2015				
Member Subs - Adult			\$70.00	
Member Subs - Junior			\$35.00	
Member Subs - New			\$40.00	
Off field kit payments			\$46.00	
Interest			\$15.63	
Chris Nunn Payments			\$220.00	
Saphin NZ exchange payment			\$814.35	
	Total Credits			\$1,240.98
Chris Nunn presentation		-\$550.00		
NZ exchange flights		-\$1,534.86		
May Training		-\$640.00		
	Total debits			-\$2,724.86
Closing Balance - 30 June 2015				\$12,504.90
OUTSTANDING Amounts				
Off field kit payments			\$266.00	
	Total Credits			\$266.00
Grammar Gym Hire		-\$325.00		
	Total debits			-\$325.00
Closing Balance				\$12,445.90
Will Boyle Memorial Fund - Opening Balance				\$7,381.56
Interest			\$7.76	
	Total Credits			\$7.76
	Total debits			\$0.00
Closing Balance				\$7,389.32
This report is accurate as of the 14 July 2015, Sarah Corrigan, Treasurer				