



ACTRRA Operations Report

Mar 2015

1840hrs, 9 Mar 2015, Hotel Realm, Barton, ACT

Present:

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

1 Introductions & Apologies

Meeting commenced: 1840hrs, Chair: RB.

- Chair welcomed all to the monthly ACTRRA Committee meeting. Apologies as listed.

2 Meeting Minutes

- Previous meeting minutes of 17 Feb 2015 not available for review. SW advised will forward action items as required. Moved RB, seconded RN. Carried

Action: [See Attached](#)

3 Business Arising

- Action Items from previous minutes as per Attachment A.

4 President's Report

i. Senior Competition

- RB advised some decisions outstanding re 3rd / 4th grade competition. Brumbies to advise.

ii. Potential Sponsors

- RB met Brumbies CEO, Michael Jones. An allocation of excess sponsors could benefit ACTRRA but much depends on Brumbies ongoing financial position and finalisation of sponsor status.

iii. Registration and referee indemnity

- RB advised ARU will allow 12 days grace for registrations after which 'non-registrants' will not be covered by ARU insurance etc.



iv. JRU Negotiations

- RB met Peter Callaghan from ACTJRU on 12 Mar 15 for follow-up discussions re MOP. Decision lies with JRU delegates vote at next meeting in early April.

Action: RB to monitor

5 Vice President's Report

i. 2015 Exchange programme

- RN advised nothing heard from Waikato or North Harbour for outward exchanges.
- Possible inward exchanges from Canterbury and South Canterbury from 12-21 Jun 15. Timing to coincide with development night on 16 Jun 15 and Brumbies / Crusaders game on 13 June. Position alongside TMO may be arranged. May need to consider timing of Coaches meeting to allow coordination of visiting coach.

Action: RN to monitor

6 Secretary's Report

i. RIMMS access

- SW had been in contact with Ref Dev Mgr to ensure all senior referees are advised of RIMMS access protocols. This has been emailed to membership as required.

ii. Passing of Bernie Sheville

- Recent death of past member Bernie notified by Paul Scholtens with brief resume of his ACTRRA activities and accomplishments.

Action: RB to write to family of Bernie.

7 Treasurer's Report

i. Financial Position

- As per Attachments B (once received)

ii. MYOB

- SD advised the renewed MYOB platform for ACTRRA accounts is working well.

iii. Invoices

- 3x outstanding invoices are being sent
- Yet to claim reimbursement from Brumbies for 2014 Central Coast 7's, 2015 Darwin 7's

Action: SD to prepare invoices

8 ACTJRU Liaison Officer

- No report



9 Other Business

- Nil

Action: Nil

10 Next Meeting

- 1800hrs 14 Apr 2015, at CGS, ACT.

Meeting closed: 1955hrs.

These minutes reflect a true account of the business discussed.

*Sam Whittle
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
11 Dec 14	Annual ACTRRA Presentation Night	SC to book press club for the 5 th September 2015	SC
11 Dec 14	Johannesburg Flights for Exchange	RN to explore flight prices closer to the date	RN
11 Dec 14	EFTPOS Facility	Approach NAB for 'sponsorship'	RN
11 Dec 14	Aquaterro sponsorship	Letter to request to continue sponsorship in 2015	RB
17 Feb 15	Monitor MOP issue from ACTJRU	Await advice	RB
9 Mar 15	Exchanges	Liaison with NZ Associations	RN
9 Mar 15	Passing of Bernie Sheville	Letter to family	RB
9 Mar 15	Invoice preparation	3x outstanding + 2x 7's competition reimbursement	SD

Closed Action Items from last meeting

Opened	Closed	Issue	Action Required	Completed
17 Feb 15	9 Mar 15	RIMMS access	Ref Dev Mgr to advise senior refs of access protocols	SW
17 Feb 15	9 Mar 15	ARU Scholarships	Advise Mark Snow / Jeff stone of ACTRRA requirements for SSS	RB
17 Feb 15	9 Mar 15	P.Janssens Life Member status on MyRugby	Email to Ref Dev Mgr	AM



Attachment B – Treasurer's Report Mar 2015

Treasurer's Report

March 2015

	Debits	Credits
Opening Balance - 1 March 2015		\$13,124.14
Transaction Record - 1 March 2015 till 31 March 2015		
Member Subs - Adult		\$630.00
Member Subs - Junior		\$315.00
Member Subs - New		\$80.00
Interest		\$4.81
Off Field Kit Payments		\$1,101.00
	Total Credits	\$2,130.81
Trophies		
	Total debits	\$0.00
Closing Balance - 31 March 2015		\$15,254.95
OUTSTANDING Amounts		
ACTRU travel subsidy - Darwin 7s		\$958.55
	Total Credits	\$958.55
Jan/Feb Training	-\$800.00	
March Training	-\$720.00	
Annual Audit Fee	-\$38.00	
Preseason BBQ	-\$131.68	
Off Field Kit Payment	-\$1,057.00	
	Total debits	-\$800.00
Closing Balance		\$15,413.50
Will Boyle Memorial Fund - Opening Balance		
Interest		\$9.89
	Total Credits	\$9.89
	Total debits	\$0.00
Closing Balance		\$7,365.21

This report is accurate as of the 12 April 2015, Sarah Corrigan, Treasurer