



ACTRRA Operations Report

Sep 2014

1930hrs, 09 September 2014, RUC, Barton, ACT

Attendees:

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

1 Introductions & Apologies

Meeting commenced: 1930hrs

- All welcomed to the ACTRRA Monthly Committee Meeting. Apologies as listed above.

2 ACTJRU Liaison Officer

- AN reports on the JRU Committee Meeting held on 05 Aug 2014 and is enclosed as per Attachment C

3 Meeting Minutes

- Previous meeting minutes of 09 September 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.

4 Outstanding Action Items

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

Action: Nil



5 Secretary's Report

i. Correspondence

- Routine correspondence in accordance with business as usual.
- Various apology letters with best wishes from members unable to attend.
- Correspondence discussed regarding Referee Abuse by Chase Loadsman (Level 1 and Scholarship Referee) as a player in a match toward Greg Thomas (Level 2 Referee). As an active referee it was deemed necessary by the Executive to have Chase verbally sanctioned by the President

Action: RB to speak to Chase Loadsman regarding referee abuse.

6 Treasurer's Report

i. Financial Position

- As per Attachments B (once received)

ii. Grand Final Day and Other Items

- SC to invoice Brumbies and Vikings
- Invoices outstanding for MacDougall Medal, uniforms, trophies and the RUC.
- RN requested the dates for the Darwin &s for the purposes of pre-booking Qantas airfares.

Action: Nil

7 Vice President's Report

i. Alternate Jersey

- RN discussed the Alternate (pink) Jersey regarding the Operations Manual (OM) stating that the colour of the Jersey is not stipulated but the "it is supplied by the Brumbies". RB advises that the OM is a guideline only and was written for the Executive as an administrative tool for the ACTRRA to document the way things are done for current and future Executives. RB also suggested that the sock colour could also be reversed (Gold sock with two Dark Blue stripes at the top) .
- RN advised that he will modify the OM to reflect the Executive's policy on the Alternate Jersey.

Action: RN amend the ACTRRA Ops Manual regarding Alternate Jersey,

ii. Referee Abuse

- RN discussed the need to document and implement a Referee Abuse Protocol.

Action: RN to write and implement Referee Abuse Protocol,



iii. Appointments Process

- **RN** initiated lengthy discussion on the 2014 season's appointments process and its difficulties. Both **RN & AN** have been informally canvassing Members' input as well as identifying issues arising from the discussion. In essence, the following were identified as significant issues:
 - Perceived conflict of interest having an active referee as the Coaching, Grading and Appointments Committee Chairman.
 - Lack of up and coming Referee Coaches who have the time to commit to the Coaching, Grading and Appointments Committee,
 - Transparency in the selection process (Crozier resignation)
 - Need for a defined process.

Action: RN & AN to draft a Appointments Process for Executive discussion,

8 President's Report

i. MacDougall Medal Presentation

- **RB** was disappointed by the number of A Panel referees who did not attend the MacDougall Medal Presentation evening and stated that all A Panel referees should attend..

ii. ACTRRA Annual Presentation Evening

- **RB** was very pleased with how the evening ran and the food was good. He was disappointed with the actual venue of the RUC Turner and the sentiment was shared within the Executive.
- **RB** indicated that 2015 planning will need to occur at the release of the Senior and Junior completion draws.

iii. End of Year Survey

- **RB** asked whether we need to run a Survey for 2014. Discussion followed and it was decided to vet the Brumbies survey and incorporate ACTRRA-focussed questions.

Action: RB to work with Caitlin Ryan re End of Year Survey

iv. AGM on 11 Nov 2014

- **GP** to send out Notice of AGM with no less than 21 days' notice IAW the Rule and Objectives of the ACTRRA. Notice to include Annual Operations Report and Call for Executive Nominations

Action: GP to compile and release, Annual Operations Report, Notice of AGM, and call for Executive nominations.

- **SC** to compile the Corporation Report for the ACT Govt, and compile 2015 Budget



Action: SC to compile the Corporation Report for the ACT Govt, and compile 2015 Budget

- RB urged the Executive to look for candidates for Executive positions.

9 Business on Notice

- Nil

Action: Nil.

10 Other Business

- Nil

Action: Nil

11 Next Meeting

- The next ACTRRA Monthly Committee Meeting is scheduled for **1930hrs 28th Oct 2014**, at the **RUC, Barton, ACT**.

Meeting closed: 2110hrs.

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

Geoff Palmer, JP
Secretary
ACTRRA



Attachment A – Outstanding Action Items

Date	Issue	Action Required	Who
12 June 14	Social Media Concerns	<i>AC to draft a social Media Policy for the ACTRRA</i>	AC
19 August 14	Notice of AGM	<i>GP to compile and release Notice of AGM and call for Executive nominations</i>	GP
9 September 14	Chase Loadsman Referee Abuse.	<i>RB to speak to Chase Loadsman regarding referee abuse.</i>	RB
9 September 14	ACTRRA Operation Manual	<i>RN amend the ACTRRA Ops Manual regarding Alternate Jersey,</i>	RN
9 September 14	Referee Abuse Protocol	<i>RN to write and implement Referee Abuse Protocol,</i>	RN
9 September 14	Appointments Process Review	<i>RN & AN to draft a Appointments Process for Executive discussion</i>	RN&AN
9 September 14	2014 Members Survey	<i>RB to work with Caitlin Ryan re End of Year Survey</i>	RB
9 September 14	AGM	<i>GP to compile and release, Annual Operations Report, Notice of AGM, and call for Executive nominations.</i>	GP
9 September 14	2014 Corporations Report & 2015 Budget	<i>SC to compile the Corporation Report for the ACT Govt, and compile 2015 Budget</i>	SC

Closed Action Items from last meeting

Opened	Closed	Issue	Action Required	Comments



**ACTRRA Monthly
Committee Meeting Minutes**

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Attachment B – Treasurer's Report Sep 2014

Treasurer's Report

September 2014

	Debits	Credits
Opening Balance - 1 September 2014		\$3,214.20
Transaction Record - 1 September 2014 till 30 September 2014		
MacDougall Medal Dinner		\$60.00
APD Payments		\$1,995.00
Silent Auction		\$540.00
Donation		\$100.00
Interest		\$0.28
Total Credits		\$2,695.28
Banking fees	-\$1.00	
APD Venue Payment	-\$4,414.40	
Total debits		-\$4,415.40
Closing Balance - 30 September 2014		\$1,494.08
OUTSTANDING Amounts		
ACTRU APD subsidy		\$2,500.00
GF Catering Day Bonus		\$500.00
APD Payments		\$120.00
GF Catering Day		\$3,700.00
Total Credits		\$6,820.00
APD Venue Payment	-\$581.40	
Award Whistles	-\$89.95	
Trophies	-\$1,203.80	
August Training	-\$480.00	
MacDougall Medal Dinner	-\$525.00	
Grammer Gym Hire	-\$100.00	
Total debits		-\$2,980.15
Closing Balance		\$5,333.93
Will Boyle Memorial Fund - Opening Balance		\$7,338.73
Interest		\$0.05
Total Credits		\$0.05
Total debits		\$0.00
Closing Balance		\$7,338.78

This report is accurate as of the 6 October 2014, Sarah Corrigan, Treasurer



Attachment C – ACTJRU 5th August 2014 Meeting:

Overview (Anne Nelson)

ACTJRU's Items of Business

- Grand Final Treasurer's report - \$18,128 taken for the two days. Expected to make about \$2,000-\$3,000 profit
- GF very positive feedback
 - Thanks to all volunteers
 - Hope to be able to secure Viking Park for future GF
 - Excellent fundraising activity
 - Positive response to 'Field Marshal' vests, and team management
 - Clearly identifiable
 - Air of authority
 - Will be rolled out for the commencement of the junior 2015 season
- Secretary – some referees appeared too quick to red card.
 - Would like more empathy and understanding in regards to finals' cards.
- 53 games leading up to the semi-finals influenced the teams progressing
- Some issues with referees not knowing the Pathway Laws
 - Referees need to have experience at this level before finals' series
- Judiciary report – dangerous tackles, a few punches, referee abuse and the odd adult
 - 112 YC in 2014, with the majority being for dangerous tackles
- The focus in rugby should not be on winning
 - Brumbies players are available to support clubs, particularly those teams who are struggling to win games
- In 2015 older players will not be permitted to play down – age gap could be too great if players are on the field within the two-year window, that is playing 'up' (risk to safety and possible insurance issues)

ACTRRA's Items of Business

- Promoted Foundation course - 19th October
- Drafted changes to game times and submitted draft copy for consideration
- Briefly spoke to David Marshal's EoS items
 - Numbers on jerseys (no change)
 - Carded players not to be replaced in Pathways (no change)
 - Mercy/Goodwill Rule to be included in Pathways (considered for 2015)

Post Meeting

- Broulee seeking status on U16 Div 2 referee complaint concerning Jennifer Jones