



ACT Rugby Referees Association

Minutes of the Executive Meeting 13/11 2024 at via Zoom, 6.30 PM

Meeting commenced at 6.38 pm

1. Welcome/Attendees/Apologies

-Attendees-Ivan Gavazov (Secretary), Peter Langford (Treasurer), Nathan Mass (VP), Sarah Corrigan (CCGAC), Nick Stoker (President)

-Apologies-Damien McGrath

President (and Executive) recognised this was the last scheduled Exec meeting ahead of the AGM and that all preparations remained on track, including a scheduled season review / planning meeting to be convened 16 Nov.

2. Conflicts of interest

- a. Nathan Mass employed by our sponsor WAIDT Services Australia
- b. Nick Stoker is employed by our sponsor OMNI

3. Minutes of the last meeting (Action items from the last meeting presented by the Secretary

- RA Survey-The President has contacted Graham Cooper (RA) (cc'd Sec) to seek the ACTRRA-relevant data of the annual RA participant satisfaction survey, no response from GS so far. Intent is to capture this data and review trends against 2023 RA survey and also the ACTRRA specific survey conducted as part of the ACTRRA Recruiting and Retention Plan task (this ACTRRA specific survey was constructed to also bring alignment to certain elements of the national survey).
- ACTJRU update – as part of the JRU 12 month trial to transfer management responsibilities under Brumbies Rugby for 2025, we need to clarify early who will enter matches in Rx (so ACTRRA can correspond with them) and who will deal with RC protocol/judiciary/Report of Concern cases (in line with Seniors) and payment of Referees and TA. Action - Secretary into Matt Vowles

The Secretary moved for the Minutes of the last Executive Meeting be accepted, seconded by the Treasurer, moved.

4. Outstanding Matters

a. Awaiting \$2.5k invoice payment from RA for the RA Transition Program expenses incurred by ACTRRA ie primarily VRRRA exchange costs.

5. Standing Items

a. WH&S matters/MOA





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- Saint Edmonds College (SEC) Report of Concern (complaint) against an ACTRRA member – this remains under active management by ACTRRA into JRU (President and VP), but ACTRRA is still awaiting a response from ACTJRU in regards who is and the timeline for the Appointed Person to investigate the allegations. Action: President and VP to monitor to ensure due process is afforded to our member.

b. Registration update-159 registrations.

c. Recruiting and Retention Plan

- Member Communication (artefacts). A review of the progress of the R&R Plan will occur on Saturday 16 Nov at the ACTRRA Planning meeting with leads (Exec, Chair CGAC, Welfare Officer, Education and Training lead) to provide an overview.
- Prioritization of effort/resources – this will be reviewed as part of the above planning meeting and upon review of 2024 RA National survey data. Action: Exec (VP Lead).

d. Calendar/key dates update

- ACTRRA AGM – Confirmed Wednesday 27th November. Reminder to be sent to members. Action: Secretary.
- Capital 7s - 15th February 2025. Exec will keep in touch with Brumbies Rugby for details.

6. Financial summary (treasurer)

ACTRRA Treasurer's Report Meeting 13 November 2024

I propose the Executive endorses the schedule of Receipts and Payments for 3.10.2024 – 13.11.2024

Opening balance	58329.28
Receipts – Interest	0.12
	<hr/>
	58329.40
Payments	
Represented by:	
MYOB October	31.00
MYOB November	31.00
Total payments	<hr/>
	62.00





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Closing Balance	<u>\$58267.40</u>
Closing bank balances as at 12.09.2024	
Community One Account	28294.50
Peter Conway Account	2060.32
Will Boyle Account	6348.79
Term Deposit Account	
	<u>21563.79</u>
	<u>\$58267.40</u>

Outstanding invoice receivable from Rugby Australia for transition payment \$2500

The Treasurer moved for the William Boyle & Conway accounts be turned into IBD (interest bearing deposit) for 11 months, in this way procuring better bank interest.

Motion seconded by Secretary, motion passed.

The VP moved that the financial summary be accepted. Seconded by Secretary. Accepted unanimously.

7. CCAG/E&T report

Referee Ready course at Marist College Canberra – President has been the lead working in conjunction with Marist Canberra Rugby, Craig McMahon. Course is going ahead with approx. 20-25 junior and adult participants. Course is on 21/11 (Thursday) @MCC. 4 additional ACTRRA volunteers have been confirmed to help deliver (Nick, Mitch, Harry, Ethan and Steve)

b. Chair of CGAC Report

The CCGAC has informed the Executive that the Senior gradings have been finalised and will be available soon. The plan is that the Appointments Policy (informed by draft which was produced by Dennis B) will be also presented by CGAC early in 2025.

9. Other business

- a. Sponsorship: President spoke with and confirmed Kevin Cullen has come on board for further 3-year sponsorship cycle starting in 2026. This was in response to the formal letter sent to all current sponsors. Kevin was happy for this to be referred to in the 2024 Annual Report. **Action:** President.
- b. Off-season placement of banners (Brums HQ) - Brumbies have agreed. ACTRRA will manage 1 of 2 banners within Brums HQ in the off-season. **Action:** Secretary.





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- c. Approach towards Recruiting and Retention Plan status review – President will resend via email the marked-up version (colour coded) of the Plan indicating leads (as per start of the year). To be discussed at the Planning meeting-16/11. **Action:** President (completed).
- d. PALMs proposal by John Cunningham – Exec reviewed the submission and supported its intent. It was agreed that it will be considered in more detail further at the 16/11 Planning Meeting (with John Cunningham attending). **Action:** Secretary to include in Planning Meeting Agenda and invite JC to present.
- e. Clair Greenwood put forward her nomination to be the ACTRRA Kit Manager in 2025 – the Executive is supportive of this in principle; however, this position will be advertised as open to all association members via the AGM email before the nomination is confirmed. **Action:** Peter Langford to speak with Clair Greenwood ahead of release of AGM email so she recognizes Exec are open to her fulfilling this role but would be best to advertise it for transparency.
- f. Outcome of ACTJRU Special General Meeting on 12/11/2024 - the ACTJRU members voted overwhelmingly in support of the motion for ACTJRU/ACT & sNSW RU for a 1-year trial period in preparation for season 2025. The SGM was attended by President and Secretary (upon invitation, yet ACTRRA is not a voting member).
- g. NZL Exchange for 2025 – President tabled consideration reinvigorate the NZL exchange by conducting some initial broad scoping / planning to inform a decision for the incoming Exec. **Action:** Assistant Sec (McGrath) gather info from a NZL Rugby Referees Association, eg South Canterbury, talk to our members that have experienced it (eg Sarah, Pete, Jack, others) so we can scope options (pros and cons) and consider value for money proposition. Secretary to include on Planning Meeting agenda 16/11 discussion.
- h. Consideration for kit review for the next sponsorship cycle needs to occur in Q1 2025, also license of the Indigenous Jersey will run to 2026. **Action:** Secretary to capture in agenda for Feb 25 Exec Meeting.
- i. RA National Conference 2025 in Sydney (a lead MO Developer Conference) during which RA will finance 1 x ACTRRA person. The treasurer suggested that Nathan Mass be sent, Exec & NM supported this. Matt Hogan has also been nominated by the Executive to be sent to this conference at ACTRRA's expense – **Action:** Treasurer to check with MH if he is available then advise President. President to email RA (Cooper) and advise of ACTRRA attendees.

Meeting Closed: 8.25 pm





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Next meeting: TBC in December (post AGM)

