

PMHHA Management Meeting 16/03/23

Minutes

PRELIMINARIES

Time: 5.30pm

Location: PMHHA Clubhouse

Attendees: Simon Thresher, Graeme Ferguson, Ashley Grummitt, Jeff Maker, Richard Thomas, Caroline Hill

Apologies: Tracy Holmes, Jeff Maker, Ali Hudson

Meeting closed: 6.30pm

ITEMS OF BUSINESS – PROCEDURAL & STRATEGIC

1. Previous Minutes

See link <https://cdn.revolutionise.com.au/site/z2yigjimnxcjic4t.pdf>

ACTION: Vote – Motion Carried

2. Confirm decisions made via email

N/A

3. Brief Financial Summary

\$424,000.00 cash in the bank includes grant funding paid to date

a. Income

- Grant funding CDG \$299,750 yet to be paid
- Grant funding NSW Govt \$10,000 yet to be paid

b. Expenses

- Main contractor \$178,000.00
- Change Rooms \$70,000.00
- Other capital works \$100,000.00
- Carpark Landscape works \$15,000.00

4. Capital Works Update

- a. Main contract is substantially complete. PMHHA and Contractors meeting scheduled for 17 March (inc. defects and missing works). JM and ST are meeting contractors and Project Manager on the 17/03/2023 to discuss defects. Major issue is the plumbing/stormwater from the clubhouse roof has yet to commenced, ST will request reduction in fees outstanding.
- b. Preliminary Official Opening is planned for 5th April 2023 at 10am with Pat Conaghan MP (works dependant – Lianda removed from site, Roof-plumbing supplied and installed, site regraded, Stormwater plumbing installed & connected, supply and installation of softscapes in carpark, site & carpark clean up, installation of signage, Hockey items moved and tidied up, lawns & weed management). Trees have been delivered and are stored near the old clubhouse.
- c. Kiss n Drop path and pram ramp installed. Retaining wall installed. Lawn and garden contractor commenced works inside the fence.
- d. Upgrade roof plumbing, site regrading, and stormwater connections contracted and commenced.
- e. Fence re-alignment and fencers engaged to commence works.

- f. Need to revisit purchases required for bar / canteen / clubhouse / PMHHA
- 2 x POS systems – committee to investigate costing of 2 systems and discuss quotes when received. Potential costing \$300-\$400 per POS. Committee agreed to proceed with 2 x POS systems.
 - iPads and / or PCs for data entry of game cards – committee declined this request
 - Fridges and Freezers and other equipment – ST received a quote for new fridges and freezers for the canteen. Quote is just under \$15,000. Committee agreed to upgrade existing equipment and to proceed with the quote.
 - Security grille between canteen and bar – Committee agreed a security grille is required between the canteen and bar to ensure the bar area is locked from anyone walking into the canteen. ST to organise quotes.
 - Security cameras required due to recent graffiti – Committee agreed cameras are required. Approx quote is \$10,000. Possible suggestion to reduce quote would be to have security cameras around clubhouse only, not entire grounds. The security system would not be “back to base” however would be visible using an app that the committee would have access to. Action – awaiting quote and further discussions.

ACTION: Awaiting final make up of essential works prior to deciding on desirable works and / or early loan repayments. Circulate quotes once received for the equipment discuss above.

5. Actions from Previous Meeting

- a. ST tasked with upgrading policies and procedures. Sent to club for feedback. TPT and PC provided feedback.

ACTION: PMMHA committee accepted the updated policies for 2023. Upload to web and advise members.

6. Sponsorship

- a. ST produced new working document for Official Partners and Sponsors
- Talks with Flower Hotel Group – ST is meeting with the Flower Hotel Group on 22/03/2023 to discuss naming rights for the hockey complex.
 - ACG – Alliance Construction Group signage
 - Shoreline Plumbing signage

7. New facility signage

- New signage is needed for the facility and decision on signage required ASAP to have the signage installed by 5th April (official opening date)
- Suggested new name for the facility to be “Port Macquarie Hockey Facility” replacing existing facility name “Mid North Coast Hockey Complex”
- No pricing on signage available yet.

ACTION: Awaiting quote for signage. Committee agreed to proceed.

8. Call for any new items of procedural / strategic business

ITEMS OF BUSINESS – WHS & FACILITIES MANAGEMENT

1. No new items of WHS & Facilities Management business

ITEMS OF BUSINESS – OPERATIONAL

1. Updates from Committees

a) JMC Update

- Discussion had regarding junior umpires; JMC have developed a model to sustain payment and ensure progression from Junior to Senior umpiring.
- Consistency with wet weather policy between Junior and Senior games. JMCs concern was that junior games are not being called off in severe weather. Advice from committee is that games should be called off as per wet weather policy, this should occur just prior to game (at the field) or during the game. To cancel or call off the game the junior umpires, managers and JMC need to all agree.
- JMC rules were discussed regarding the use of tomahawk (not currently allowed per the rules) and short corners.

b) SMC Update

- ST to contact clubs to start SMC.

c) REP

- Under 18 trials were held on 9th March.
- **U18 Girls update:**
Team and half of EOIs received
Div 2 and/or 3
No team selected thus far (final decision by 31-MAR)
Jarrod Smith – Div 2 coach / manager TBC
Simon Thresher + Grace Smith – Div 3 coach / manager TBC
- **U18 Boys update:**
Sufficient number of EOIs received
Graeme Ferguson coach / manager TBC
- **U15 Girls update:**
Sufficient number of EOIs received
Scott Bradford coach / manager TBC
- **U15 Boys update:**
Only 6 players nominated
Decision needed by 31-Mar re: source players & send team away/cancel U15 boys and move players up to U18s/cancel U15s and release players to play for other associations
Ash Grummitt coach / manager TBC
- Players will be notified by 4-Apr
- Squads are permitted to train

ACTION: Coaches/Managers/Committee to contact Manning and Coffs Harbour clubs to enquire about extra players that could join PMH Rep teams where numbers are short or vice versa.

d) Events

- Formation of a Mens Masters “event” committee - discuss.
Key tasks would be to
 - Work in with Bar / Canteen manager
 - Advertise to clubs BBQ fundraising opportunities
 - Employ First Aid (mandatory)

- Portaloos (maybe) / Marquee

ACTION: Committee agreed to proceed with an event's committee to be set up. ST to enquire about a Council Grant to assist with costs.

- Mid North Coast Regional Challenge (Men's and Women's opens/Junior age groups)
 - Date confirmed 27-May
 - Venue
- Association Presentation Night - GF day. To discuss
 - Awards
 - Entertainment
 - Catering costs to be covered by PMHHA
 - Ticketed etc?

ACTION: Committee agreed to proceed with presentation night, Clubs to be notified ASAP. Committee agreed to an RSVP system however not to be ticketed. Committee to discuss possible club point system which would go towards an end of year club award.

- Association Open Night – 1st Friday night game (28th April). Committee agreed to proceed with event. Potentially not catered as numbers could be small. Suggestion of a club sausage sizzle if there is a club would step up (fundraiser).

ACTION: Notify Clubs/Players of event details, discuss catering

e) Bar / Canteen

- Paid canteen role – position applications close next week. 1 potential candidate has shown interest.

f) Regos to date – approx. 300

	ASHC		CHHC		PCHC		TPTHC		WHC	
	Players	Teams	Players	Teams	Players	Teams	Players	Teams	Players	Teams
Snr Women	2	0.1	32	2.3	20	1.4	26	1.9	16	1.1
Snr Men	0	0	28	2.0	18	1.3	32	2.3	11	0.8
O13			10	0.7	9	0.6	13	0.9	0	0.0
U13			7	0.5	6	0.4	9	0.6	0	0.0
U11			6	0.6	2	0.2	4	0.4	4	0.4
U9			2	0.3	1	0.1	1	0.1	1	0.1
U7			2	0.4	1	0.2	1	0.2	1	0.2

Field Players:

FULL -14

HALF -10

QUARTER -8

MINKEY -5

g) Summer Comp – general update

ANY OTHER BUSINESS

N/A