



## Minutes for Committee Meeting 5<sup>th</sup> May 2009

Meeting Date : 5<sup>th</sup> May 2009  
Meeting location : Parish Centre  
Start time : 7.30pm  
Finish Time : 8.45pm

### 1. President Welcome

Club President (Norma Haddad) welcomed and thanked all parents for their attendance and support of the Club.

### 2. Apologies

Apologies were received from Helen, Peter, Jodie, Richard and Craig.

### 3. Review Previous Minutes

#### Outstanding things to be actioned:

- Feedback Forms – Managers were once again encouraged to obtain feedback from their teams and provide to Committee for review. It was reinforced that the intention of the feedback request was to assist the Club in making improvements to the various functions and processes such as the annual registration day, family nights, AGM's, Canteen, training and the like.  
*Action: Managers to request feedback from their teams and return to Norma Haddad at their earliest convenience.*
- Sponsorship Letter – Norma Haddad communicated that the sponsorship letter for the family night had been emailed to all Managers and Coaches. It was encouraged that the letter be used as a tool to approach various businesses to secure sponsorships/donations for the Family Bingo Night. The success of the evening is largely due to the generous sponsorship from the local community and the parents, family and friends of the Club.  
*Action: Managers to inform parents of their teams of the letter and where opportune, ask parents to seek sponsorship for the family evening.*
- Key Register Forms to be returned – so necessary keys can be arranged.  
*Action: Managers to complete key register and return at June meeting (or before hand if appropriate).*
- Bottle Fund raiser distribution – It was confirmed that all teams had now received bottles to sell. Dianne Khattar (Fundraising Coordinator) requested that all unsold bottles and money be returned to her immediately.  
*Action: An update on success of bottle fundraiser will be provided at the June meeting.*
- Draw posted on website – Draw will be posted on the website by wee ending the 15<sup>th</sup> of May 2009.

#### 4. President Report – Norma Haddad

##### 4.1 Presentation Day Date:

- The Committee agreed to reserve the 20<sup>th</sup> of September as preferred date for the 2009 presentation day. A back up date of the 27<sup>th</sup> of September was also agreed in case of wet weather. The dates were selected based on known commitments of other local sporting and dancing groups.

*Action: Managers to communicate date(s) to parents well in advance for planning purposes...*

##### 4.2 Special Guest – Anthony Occhino from Football elite

- provided the committee with a great overview of their ability to provide specialised coaching to the kids (and Coaches) during the school holidays or during training. The cost to provide this service is \$110.00 per child for a 3 x day, 3 x hour programs or a cost of \$75.00 per team, per normal training session (minimum of 4 sessions per night).

*Action: Football Elite to provide proposal to Committee, executive committee to discuss and bring back to the broader committee at the June meeting.*

##### 4.3 Feedback from other clubs about OLQP

- Norma Haddad reiterated to the Committee some positive comments that were provided to her from Newington Gunners on the overall behaviour of our players.

#### 5. Vice President's Report – Mark Giacoppo

##### 5.1 Daniel Street Lights:

- It was communicated that the lighting system at Daniel Street Park had been modified (due to neighbours complaining of the lights being left on). In future, the first team to arrive is to switch on lights and leave key in the lock. If that team is to leave, they are to swap key with another team rather than take key out of lock. If the key is taken out of the lock, the lights will not be able to be turned back on for another 15 minutes, inconveniencing other teams. **DO NOT REMOVE THE KEY FROM THE LIGHTING SWITCH UNLESS YOU ARE THE LAST TEAM TO LEAVE.**

*Action:*

*Managers and Coaches to ensure this rule is abided by.*

*Lynda Attard to approach council to see if funding is available to install a timer on the lights at Daniel Street.*

## 6. Secretary's Report - Geoff Burton

### 6.1 Association Update

- Geoff Burton made the Committee aware that St Bernadette's had forfeited their Under 10's and U8's team for the rest of the season, which would require changes to be made to the existing draw.
- The Committee was reminded that the cleanliness of the fields after each game is the responsibility of the home team. Please encourage your team to **take their rubbish with them or put in the bins provided.**
- The Committee was reminded that the setting up and packing up of the fields is the responsibility of the first home team playing and the last home team playing. Mangers are to inform their teams to arrive early on these occasions to make sure that this task is carried out timely.

### 6.2 Long weekend knockout registrations

- The six a side knockout comp will be held on the 6<sup>th</sup> of June 2009. Teams who wish to nominate a side must do so by the 18<sup>th</sup> of May 2009.  
Action: Mangers to canvas teams for interest and inform Geoff by the 18<sup>th</sup> of May 2009.
- Mark Giacoppo also made the committee aware that the 6 a side day is a great opportunity to run a BBQ as a fundraiser. Any parents wishing to arrange an OLQP Falcons BBQ, please contact Dianne Khattar (Fundraising Coordinator)

### 6.3 Game Plan –coaches decisions

- It was emphasised that the game Plan is a decision for the Coach to make and no parents should be involved or upset with the Coach on decisions made. If parents do have issues with their teams Coach then the issues should be addressed by contacting the Club President by email where the complaint can then be appropriately investigated and dealt with.

## 7. Treasurers Report – Richard Tame

7.1 Expenses are currently outstanding for some misc expenses and merchandise.

## 8. Canteen Managers Report – Tony Ellias

### 8.1 Equipment Issue – Fridge Repair

- Discussions currently underway with Coca Cola to provide fridge.
- Appropriate repairer sought on this occasion.

### 8.2 Canteen Rules:

- It was reminded that No Children are allowed to assist in the Canteen as it is an OH&S Issue.
- It was also reminded that Canteen volunteers are to pay for their purchases.

- 8.3 Canteen Roster: Tony informed the Committee that each team would be reminded two weeks before that they will have Canteen Duty. In addition, a schedule outlining all the dates in advance will be posted on the website.

**9. Equipment Managers Report – Alex Soyer**

- 9.1 It was NOTED that the Club is required to purchase a set of Vests/bibs for the under 9P's and a new net for goal posts. All teams to inform Alex Soyer if any equipment is missing from their kits.

**10. Webmaster Report – Pete Melisi**

- 10.1 Documents uploaded onto website during April.  
10.2 Newsletters – Match report submissions by Managers are to be emailed directly to Peter Melisi 7.00pm on the Tuesday following each match.

**11. Fund Raising Report - Dianne Khattar**

- 11.1 Bottle Fund Raiser – see item 3, review previous minutes.  
11.2 Bingo Night - Preparations to begin  
11.3 Merchandise – Managers to distribute merchandise to those who have ordered and monies owing to Dianne Khattar y the 18<sup>th</sup> of May 2009. A second opportunity to order merchandise will also be available by emailing order to [diannekhattar@optusnet.com.au](mailto:diannekhattar@optusnet.com.au) by the 18<sup>th</sup> of May 2009. A merchandising price list is available on the website.  
11.4 Photo Day – has been confirmed for the 27th June 2009. A schedule for the day will be posted on the website.

**12. Other / New Business**

- 12.1 Trophies for Man of the match – any team requiring a new trophy for player of the match may obtain one from the equipment room and engrave accordingly. Provide receipt to Club for reimbursement of engraving costs.

**13. Key Dates to Remember**

**Committee Meetings at Parish Centre:**

- Tuesday 2/6/09 at 7.30pm  
Monday 13/7/09 at 7.30pm  
Monday 10/8/09 at 7.30pm

**Other Dates:**

Photo Date: 27/6/09

Bingo Night: 15/8/09 Time TBA

OLQP Fete: 12/9/09

Presentation Day: 20/9/09 with 27/9/09 as backup if weather bad.

AGM: To be held in October. Date TBA.

***Leading by Example***