



Williamstown Cannons Basketball Club Inc

Registered No A0031670Z

Minutes of the general monthly Committee meeting held on Wednesday 13th May 2020 Via Skype.

Meeting commenced

Present:

Shaun Huntington – President

Darren Knight – Vice President

Jeremy Goldin – Registrar

Chris Herreich – Committee Member

Jeremy Barnes – Committee Member

Leon Suslov – Committee Member

Danny Gotama – Committee Member

Lauren Dittmar – Secretary (Minute taker)

Loretta Laudato – Committee Member

Georgie Evanson - Committee Member

Apologies: Sam Ladd – Treasurer

Guests: Leanne Chapple – Uniform Coordinator

Welcome Cannons Committee Members and Confirm Meeting Minutes

The Minutes of the previous meeting on 26th March 2020 were confirmed.

Minutes Authorised: DocuSigned by:
Shaun Huntington
5EF24B1A9CEA4C0... Shaun Huntington, President 6/4/2020

Minutes Authorised: DocuSigned by:
Danny Gotama
41CB02D6F2AE4F7... Danny Gotama, Committee Member 6/4/2020



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Item number	Time	Item and Responsibility and Background Information	Discussion / Decision / Resolution	Action Item
01	7.38pm	President Update (Shaun)	<p>Including:</p> <ul style="list-style-type: none"> • COVID-19 Update <ul style="list-style-type: none"> • Latest update from Basketball Victoria (saved in Dropbox) • Club's position likely to be that we follow those recommendations. Summary: some outdoor training can recommence under certain circumstances. Two coaches have reached out since the Premier's announcement. • Ongoing communication to members re current season <ul style="list-style-type: none"> • Communication issued to members advising that recommencement was unknown. Put out an FAQs. Covered fees, recommencement etc. • Club's position on fees is we'll roll it out as the Associations roll out to us. • Concern there may be more hardship cases. Resolution that Treasurer plus one other Committee member can decide straight away. • Committee recruiting <ul style="list-style-type: none"> • Treasurer vacancy. Samantha Ladd has advised the President that she will be stepping down from her role as Treasurer. • President called for interest from the Committee for interim or permanent role of Treasurer prior to recruiting for the role. Role involves managing bank accounts, liaising with Registrar on fees, GST compliance, general accounts. 	<ul style="list-style-type: none"> • LS to speak to SL to understand the requirements of the role.
02	7.52pm	Registrar Update (Jeremy G)	<p>Including:</p> <ul style="list-style-type: none"> ○ Not much has happened since the last meeting. Not many registrations. ○ Vacancies – U10 Girls (April Pretorius) & U12 Girls Coordinators (Penny Milhne) ○ U18 Girls still open ○ We should know more at the start of June about the current season ○ Nervousness from families about playing organised sport; we may find some players will step out of Basketball. May need to plan for combining teams. ○ Danny advised no current updates from ABBA. 	



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			<ul style="list-style-type: none"> ○ Darren advised Westgate still looking at options including potential changes to season dates. ○ Seems to be more a focus on outdoor sports rather than indoor sports. ○ We need to consider our position on training activities and logistically what are we as the Committee doing and the wider volunteers doing. ○ Need to understand position on Insurance coverage for use of outdoor courts. <ul style="list-style-type: none"> ○ Georgie advised there's been no communication from schools re: training except that our current training slots are held. When the school decides if clubs can use their outdoor space, our timeslots will be made available to us. ○ Need to refer to BV's Outdoor Basketball Training Guidelines. Activities may not be covered if they don't comply with the social distancing guidance. ○ Need the Education Department's position/guidance. ○ Logistics and hygiene guidelines for training when it recommences. ○ Consider options for online classes. <p>Proposed position as of 13th May:</p> <ul style="list-style-type: none"> ○ No training for the rest of the term as there are no venues available, until further notice. ○ Club has a Player and Training Sub Committee actively exploring the resumption of training and play. Any interested family is welcome to contact the sub-committee to discuss, input and understand the situation. ○ Next announcements are due on the 1st of June. ○ We'll aim to review on 3rd June and update the families. ○ Sub-committee JB, LS, CH & SH can make a recommendation to the Committee and be voted on by email without reconvening a meeting. <p>There were no objections to the proposed position.</p>	<ul style="list-style-type: none"> ● LD to call Basketball Victoria and understand if outdoor training is covered by current insurance. ● GE to follow up with Schools to understand their position on access for training. <ul style="list-style-type: none"> ● LD to prepare draft for SH to review and arrange sending out the Comms to the families.



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03	8.30pm	Treasurer Update (Shaun for Sam)	Including: <ul style="list-style-type: none"> ○ Financial statements ○ P &L to date (saved in Dropbox) ○ Loss currently showing of ~\$3k due to not all fees being paid due to season being on hold. 	
04	8.32pm	Uniform update (Leanne Chapple)	<ul style="list-style-type: none"> ○ Met with supplier, working with them to try to incorporate new 30 year logo onto merchandise. ○ They're also down to skeleton staff. ○ Orders from players refunded as we didn't meet the minimum order quantity. ○ Liaised with parents about that. 	<ul style="list-style-type: none"> • CH will arrange sanitiser, wipes etc
05	8.35pm	Secretary Update (Lauren)	Including: <ul style="list-style-type: none"> ○ Club Calendar <ul style="list-style-type: none"> ○ Lead time for uniform ordering to be shared with Leanne Chapple. ○ Actions ○ Other BV emails (saved in Dropbox) <ul style="list-style-type: none"> ○ Association refunds ○ Upcoming training/webinars ○ Email access issues – seem to be working now. 	<ul style="list-style-type: none"> • Committee to advise LD if their emails are not working.
06	8.38pm	Player & Coach Development Update (Shaun, Jeremy et al) if applicable	<ul style="list-style-type: none"> ○ JD for Head Coach ○ Received one application that has been circulated. ○ Has not been advertised on BV because of timing. ○ Need to start advertising within the next 2 weeks. 	<ul style="list-style-type: none"> • DG to assist with posting the JD on the Cannons website. • SH to commence advertising the role.
07	8.43pm	ABBA Meeting Update (Danny Gotama) if applicable	<ul style="list-style-type: none"> ○ No meeting since last Committee meeting. ○ No updates. 	



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08	8.43pm	Westgate Meeting Update if applicable	<ul style="list-style-type: none"> ○ Westgate have completed some stadium and facilities updates. ○ Looking at options for recommencing and planning for more time between games etc. 	
09	8.45pm	Sponsorship update if applicable (Jeremy B)	<ul style="list-style-type: none"> ○ Sponsorship on hold. ○ Existing agreement(s) with sponsors on hold and their time will be extended once the Club is active again. ○ Delays with 30 year merchandise etc due to COVID-19. 	
10	8.47pm	Any other business	<ul style="list-style-type: none"> ○ Website updates (DG) ○ Social media and marketing opportunities (Leanne C) 	<ul style="list-style-type: none"> • SH to email DG, LD & Leanne C with request for presenting at next Committee meeting. • DG to investigate another website to cover taking payments; communicating with members; and the overall new Club website.
			<p>Meeting closed: 8.55pm Next meeting date agreed for: 3rd June 2020</p>	



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Actions from previous meetings.

Responsibility	Action Items
Sam	<input type="checkbox"/> Treasurer to make decision on hardship cases with the approval from one other committee member (26/3)
Shaun	<input type="checkbox"/> Address what happens if there's no season or a reduced season. (26/3) <input type="checkbox"/> Check training costs and what associations will be charging (26/3) <input type="checkbox"/> Send Comms regarding membership (26/3) <input type="checkbox"/>
Lauren	<input type="checkbox"/> Assign portfolios to each Committee Member in comms and contact lists that go out. <input type="checkbox"/> Add in Age Group Grading when Registrations come out. Needs to be clear months in advance.
Chris	<input type="checkbox"/> Coaches/TM meeting twice per year.
Jeremy Barnes	<input type="checkbox"/> Require HI – RES Logo for the current Cannons Logo (26/3) <input type="checkbox"/> Templates for sponsorship logo & Symmetry to be done on club merchandise (26/3) <input type="checkbox"/> New logo including sponsor to be applied to coaching polos (26/3)
Jeremy Goldin	<input type="checkbox"/> Notify members to pay \$25 BV fee direct (26/3) <input type="checkbox"/> Continue to register children with Cannons but we will not require fees to be paid until a later date (26/3) <input type="checkbox"/> TG Sports communications on file to be saved for future records (26/3) <input type="checkbox"/> Require confirmation from BV when they will commence the \$25 payments from (26/3) <input type="checkbox"/>
Georgie	<input type="checkbox"/> Check hire agreements with schools (26/3)