



MINUTES OF THE BOARD MEETING OF PARKES TOUCH ASSOCIATION INC.



Date	Monday 29 th August 2024			
Time	6.00pm			
Location	Parkes Services Club			
Attendance	Kerrie-Anne Schembri	K-A S	Jono Barnes	JB
	Chris Reynolds	CR	Maree Reynolds	MR
	Luke Clarke	LC		
	Danielle McManus	DM		
	Teegan Rodgers	TR		
	Renae Smith	RS		
Apologies	Ben Stead, Dave Porter, Bronwyn Lowe, Sonia Jackson			

Item	Description
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Review of Actions from Previous Meetings	
1	<p>Proposed resolution: Actions as per PTA Actions List were reviewed and closed out or carried over.</p> <ul style="list-style-type: none"> • AGM & Public Officer forms to be completed – K-A S & RS to action • NSWTA & Suns to be sent new committee info – K-A S & RS to action • WWCC – working with children checks must be obtained by all committee members and sent to Secretary – RS to action • Committee shirts for all new members. New members to provide sizes to Danielle – DM to action • All from the committee to have access to Facebook (those who would like it) – LC to action • Early bird payment – CR to action • Primary school gala day – to be held on 11 September 2024 at Harrison Park <ul style="list-style-type: none"> ○ Canteen – helpers needed – K-A S to action ○ Teegan Rodgers to check it doesn't clash with soccer – TR to action ○ Refs – CR to action ○ Fridge needed – K-A S to action • Ref course for November – ongoing – CR to action • Coaches EOI – ongoing – CR to action • Sponsor for referees – BS to action • Payment process for rep players – BS to action
	<p>Moved: Teegan Rodgers Seconded: Kerrie-Anne Schembri</p>

Acceptance of minutes of previous meeting	
2	<p>Proposed resolution: That the minutes of the PTA Committee meeting held on 5th March 2024 be accepted.</p>
	<p>Moved: Teegan Rodgers Seconded: Kerrie-Anne Schembri</p>



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	Finance Report	
3		
	Proposed resolution: That the finance update be accepted	
	Moved:	Seconded:

	Administration Report	
4.	Emails: <ul style="list-style-type: none"> • NSW Touch: <ul style="list-style-type: none"> ○ Fee increase - \$2/player ○ Fees need to be paid ASAP to reduce cost per team ○ Changes to rules & fines regarding referee compliance at representative events – now have 5 strikes in 1 year – 1 strike per event. ○ Nominations for NSW Touch annual awards now closed ○ Country Championships in Wollongong this year 	
	Proposed resolution: That the Administration update be accepted.	
	Moved:	Seconded:

	2023/2024 Competitions Update	
5	Senior Comp <ul style="list-style-type: none"> • Junior comp <ul style="list-style-type: none"> • Need to start advertising competition dates – DM to action • Facebook survey to be conducted to determine format for high school comp – 7/8, 9/10, 11/12 or remain with 7/8/9 & 10/11/12 format – DM to action • Austouch competition – extend to 14 week season in line with junior comp 	
	Proposed resolution: that the competition update be accepted	
	Moved: Renae Smith	Seconded: Teegan Rodgers

	2023/2024 Junior Representative Update	
6	Representative coaches to be appointed ASAP – applications to be reviewed by Chris Reynolds, David Porter & Teegan Rodgers & any vacant positions still requiring filling to be readvertised. CR to action	
	Proposed resolution:	
	Moved:	Seconded:

	2023/2024 Senior Representative Update	
7	Representative coaches to be appointed ASAP – applications to be reviewed by Chris Reynolds, David Porter & Teegan Rodgers & any vacant positions still requiring filling to be readvertised. CR to action	
	Proposed resolution:	
	Moved:	Seconded:



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	Committee Update			
8	<ul style="list-style-type: none"> Nominations for Positions 			
	Position	Name	Nominated	Seconded
	Director of Administration	Renae Smith	Kerrie-Anne Schembri	Teegan Rodgers
	Director	Teegan Rodgers Danielle McManus	Chris Reynolds	Luke Clarke
	Committee	Jonno Barnes	Luke Clarke	Teegan Rodgers
	Committee	Kerrie-Anne Schembri	Chris Reynolds	Luke Clarke
	Representative Coordinator/s	Bronwyn Lowe Maree Reynolds		
	<ul style="list-style-type: none"> Role Nominations 			
	Position	Name	Nominated	Seconded
	Public Officer	Renae Smith	Chris Reynolds	Luke Clark
	Junior Competition Coordinator	Kerrie-Anne Schembri	Dave Porter	Luke Clarke
	Referee Director	Dave Robinson		
	<ul style="list-style-type: none"> Vacant Positions 			
	Position	Name		
	Canteen Coordinator	Vacant		
Proposed resolution:				
Moved:		Seconded:		

	Technical Development (Coaching & Referee) Update		
9			
	Proposed resolution:		
	Moved:	Seconded:	

	Sports Council Meeting Update		
10			
	Proposed resolution:		
	Moved:	Seconded:	

	Master's Update		
11			
	Proposed resolution:		
	Moved:	Seconded:	



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12	Grants/Fundraising Update	
	Sponsorship Update	
	<ul style="list-style-type: none"> Need to find out who has been sent sponsorship letters / approached for sponsorship & letters to be sent out accordingly – RS to action 	
	Grants Update	
	<ul style="list-style-type: none"> \$100k Doordash grants available – between \$1k to \$20k towards refs, growth & development, equipment, minority groups etc. Suggested ideas to include in grant application: <ul style="list-style-type: none"> Mini touch shirts – 12 shirts per bag x 15 sets Door dash ref uniforms Whistles for refs <p>Application to be completed – K-A S to action</p>	
Proposed resolution:		
Moved:		Seconded:

13	General Business	
	1.	Chris Reynolds congratulated on making top 30 senior players in the world
	2.	Refs messenger chat groups need to be recreated – TR to action
	3.	
	4.	
	Proposed resolution: That General Business be accepted	
Moved:		Seconded:

14	Actions Arising from Meeting			
		Action	Who	Due
	1.	AGM & Public Officer forms to be completed	RS	asap
	2.	NSWTA & Suns to be sent new committee info	RS	asap
	3.	WWCC – working with children checks must be obtained by all committee members and sent to Secretary	RS	asap
	4.	Committee shirts for all new members. New members to provide sizes to Danielle	DM	asap
	5.	All from the committee to have access to Facebook (those who would like it)	LC	asap
	6.	Early bird payment	CR	asap
	7.	Primary school gala day – canteen	K-A S	Asap




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15	8.	Primary school gala day – check soccer gala day date	TR	asap
	9.	Primary school gala day – refs	CR	asap
	10.	Primary school gala day – fridge	K-A S	asap
	11.	Ref course for November	CR	ongoing
	12.	Coaches EOI	CR	ongoing
	13.	Sponsor for referees	BS	Ongoing
	14.	Payment process for ref fees	BS	ongoing
	15.	Advertise season competition dates	DM	Asap
	16.	Conduct FB survey on high school comp format	DM	Asap
	17.	Sponsorship letters	RS	Asap
	18.	Doordash grant	K-A S	asap
	19.	Refs messenger chat groups to be recreated	TR	asap

15	Next Meeting	
	Date:	Monday 19 th August
	Time:	6.00pm
	Place:	Parkes Services Club
Meeting Close		

Director of Administration:	Renae Smith
Signed:	
Date:	5 th August 2024

Meeting closed 8.30pm

Appendix