



# Keilor Little Athletics Centre

## Agenda and Action Items

Attendees:	Sam Barbuto, Pauline McShanag, Kerry Ware, John Rayner, Mike Lloyd, Lynelle Petersen.
Apologies:	Don McLaren, David Campbell, Vicky Thomson, Shane Petersen, Craig Hill
Did Not Attend:	
Date of Meeting	Tuesday 5 <sup>th</sup> April
Time of Meeting	8pm, Closed 9.45pm.
Location:	Clubrooms.
Subject:	April 2011

### Agenda:

#	Item	Who	Duration
1.	Minutes from previous meeting.	SB	5 mins
2.	Presidents report -	SB	20 mins
3.	VP report - admin	CH	10 mins
4.	Secretary report - correspondence, calendar	KW	10 mins
5.	Treasurers report - financial/expenditure report	VT	10 mins
6.	Competition report	RMc	10 mins
7.	Special events report	PMc	10 mins
8.	Club priority reports - sponsorship/fundraising	SB	10 mins
9.	Equipment	DM	10 mins
10.	Region report	DC	10 mins
11.	Other business		10 mins

### Key Outcomes:

#	Item	Who
1.	Minutes from 2 <sup>nd</sup> March were discussed and accepted.	
2.	President's report - The track is progressing well and on schedule. Moving close to putting down road base level. Front track fence line to be moved SP sectors will not be scoria. Need to determine how we mark sectors. Management model stills	Sam Barbuto

#	Item	Who
	need to be decided. Meeting to be set up with KSB . Need to look at marketing facility and sport to local schools and winter sports clubs. Sam & Craig will be attending the BCC awards night, Dana Hill is a nomination for volunteer of the year award, we wish her good luck.	
3.	VP report - Presentation day went extremely well, weather held off and the trophies were well received.	Craig Hill
4.	Secretary report - Correspondence includes - via email - LAVic RCH appeal funds memo, State Cross Country information. NMR - March minutes. Need to send committee names to NMR and LAVic. Planning meeting will be on sat 14 <sup>th</sup> May 1pm-3pm, please note this will be in lieu of the May meeting (4 <sup>th</sup> ).	Kerry Ware
5.	Treasurers Report - Accounts were accepted and payments made in March were approved. Reimbursements were also approved.	Vicky Thomson
6.	Competition report -The following CBP's were ratified - Ethan Lynch BU9 Triple Jump Lauren Caruso GU11 Triple Jump Ashleigh Hayes GU14 Triple Jump Shannon Bain BU12 Shot Put	Robert McShanag
7.	Special events - Cross country season begins 7 <sup>th</sup> May. Need to check availability of last season's Team Manager who can be assisted by PM.	Pauline McShanag
8.	Sponsorship/fundraising - CH and SB continue to work on targets. Golf buggy is under negotiation.	Sam Barbuto
9.	Equipment - Need to source new communications equipment as current set up will not work with new track. Need to investigate if SHURE microphone set is compatible with our amplifier.	Don McLaren
10.	Region report - Cross Country season will begin on 7 <sup>th</sup> May at Essendon, committee names to be sent to NMR.	Dave Campbell
11.	Other Business - CBP's will remain as benchmarks for the new track, Craig to review points system. Uniform stock-take will take place over the next couple of weeks and an order will be placed with the new supplier.	

### *Action Items*

#	Item	Who
	<b>Action items from March 2011</b>	

### *Closed Items*

#		
36.	Speak to photographers and publish policy in handbook.	SB
74.	Possible uniform change	
79.	Organise sign for committee room	CH
85.	Feedback forum.	JR
97.	Preparation of trophies for Presentation day	CH