

DATE	24/06/2020	VENUE	Troy Park Clubrooms
SUBJECT	Committee Meeting	ATTENDEES: K. Alexander, C. Hutcheon, K. Castle, E. Turton, K. Adamson, J. DeCastro, J. Basire, N. Greenwell, E. Hart, J Freeman APOLOGIES: C. Hebron, J Turner, C. Booth, R. Cook.	
FROM	J Freeman		
MEETING No.	20200624		
START TIME	7.00 pm	FINISH TIME	9.00 pm
No.	Item		Action
1	Welcome		
	Ken welcomed everyone to the meeting.		
2	Matters arising from previous minutes		
	<p>Previous Minutes 20200122 and 20200519 have been signed by Ken Alexander.</p> <p>(a) Y Striders COVID Safety Plan has been completed, updated and delivered to relevant authorities</p> <p>(b) Equipment stock to be discussed further in General Business</p> <p>(c) Saturday morning options to be discussed in General Business</p> <p>Minutes accepted: Elizabeth Turton Seconded: Eva Hart</p>		
3	Correspondence in and out		
	<p>TROY PARK ASSOCIATION</p> <ul style="list-style-type: none"> Email from TPA indicating that Clubrooms closed until further notice (COVID). No invoices for utilities and services but will be invoiced for fixed costs. Email to TPA asking for clarification on signage and toilet/surface cleaning to conform to COVID Safety Plan. 21/05/2020 Email response from TPA stating they are implementing signage. Toilets still closed. Email sent to TPA requesting update re: use of toilets & clubrooms (03/06/2020) Email sent to TPA requesting update re: use of toilets & clubrooms, includes KA online chat with COM (05/06/2020) Email response from TPA stating we can use clubrooms and toilets with social distancing. (05/06/2020) <p>CITY OF MELVILLE</p> <ul style="list-style-type: none"> Letter from Melville Council calling expressions of interest for session times for club activities (03/05/2020) Email from Council with State Govt. Road Map for 4 stage return to normal use of facilities (15/05/2020) Email from Council with Feedback Analysis Report and Key Changes to the draft ARIS (18/05/2020) Email from Council with Troy Park Clubrooms use outlined. (18/05/2020) Email to Bookings Officer with copies of COVID Safety Plan and Evidence of Australian Government COVID 19 Infection Control Training. As per request. Email from COM resumption of use of Grounds and booking sheet 		

	<p>TOWN OF EAST FREMANTLE</p> <ul style="list-style-type: none"> Bank West Easy Grant of \$200.00 consolation prize. <p>EXECUTIVE COMMITTEE (EC) and SPECIAL PROJECTS COMMITTEE (SPC) and CLUB</p> <ul style="list-style-type: none"> KA to all members re: applying new session times at Troy Park and using COVID-19 sanctions. KA to Exec – plans for resumption of club activities (reduced to 10 persons per session) KA to Committee – updated plans for resumption of club activities – including HIIT and Strength KA to Committee asking for help with attendance records at resumption of activities at Troy Park. (18/05/2020). Numerous responses. New member on 4 week trial (Rhonda P) (30/04/2020) JF to all Committee members to organise Extra-Ordinary Meeting to deal with COVID-19 restrictions. Acceptance to meeting from all Committee Members (Apology C Hutcheon) (19/05/2020) Agenda Items accepted from: Ken A, JF, ET, J C, NG, RC, EH, KC KA to all members session times May 23 – June 6 (20/05/2020) JF to Committee: Minutes of Meeting held 19/05/2020 (21/05/2020) KA to all members email: How to Respond to COVID incident (22/05/2020) JF to all members: Club’s Response and Management for COVID including Draft COVID Safety Plan. (21/05/2020) Responses from EH, JT, J d C, KC, Kevin A, CB, NG, ET JF to all members COVID Safety Plan & Certificate (26/05/2020) JF to all members & trainers Updated COVID Safety Plan Version 2 (05/06/2020) KA to Committee + Deb R asking for opinions on what to do about shared equipment at club rooms. (06/06/2020) Responses from Kevin A, RC, ET, CB, CH, JB, JF, J DC, NG, Deb R, EH(06,07/06/2020) JF to Committee + Deb R: Draft Y Striders Equipment Policy. Responses from: Deb R, C Hebron, J T, CB, JB, EH, KC, J d C, Kevin A, ET, NG JF JB received letter from ATO re PAYG tax refund. 22/06/2020 JF to Committee: Agenda and Minutes for meeting 24/06/2020 <p>Accepted: Elizabeth Turton Seconded: Christine Hutcheon</p>	
4	<p>President’s Report</p>	
	<p>Under government restrictions the Club announced the cessation of regular sessions on March 24 2020.</p> <p>While we’ve had an Extraordinary Meeting since our January 22nd regular Committee meeting, my report also includes Club activities since January 22nd and up until tonight’s meeting on Wednesday 24th June 2020.</p> <p>Although minutes from our Extraordinary Meeting have been circulated, the decisions that were made regarding our obligations and responses to the COVID-19 government guidelines may be summarised as:</p> <ul style="list-style-type: none"> Kevin thanked the Executive for their response to COVID-19 to date Joanne reported on our communications with the City of Melville and the Troy Park Association 	

	<p>Less Provision For:</p> <table border="0"> <tr> <td>Troy Park Rooms to December 2020</td> <td style="text-align: right;">\$ 2113.00</td> </tr> <tr> <td>Troy Park Lights</td> <td style="text-align: right;">\$ 500.00</td> </tr> <tr> <td>Wages/PAYG to end December 2020</td> <td style="text-align: right;">\$10,502.00</td> </tr> <tr> <td>Mobile Phone Top Up</td> <td style="text-align: right;">\$ 20.00</td> </tr> <tr> <td>Miscellaneous Expenses</td> <td style="text-align: right;">\$ 500.00</td> </tr> <tr> <td>Public Liability Insurance</td> <td style="text-align: right;">\$ 800.00</td> </tr> <tr> <td>Workers Compensation Insurance</td> <td style="text-align: right;">\$ 300.00</td> </tr> <tr> <td></td> <td style="text-align: right;">\$14,735.00 - \$14,7325.00</td> </tr> </table> <p>Anticipated Funds in Bank at end December 2020 \$10,596.09</p> <p>Julie Basire Treasurer.</p> <p>Discussion Points:</p> <ul style="list-style-type: none"> • Treasurer announced that the financial position of the club is still very good. There are funds set aside for any invoicing that may occur as COVID-19 shutdowns are eased. • Treasurer reassured Committee that the suspension or cancellation of memberships during shutdown had no impact on finances at all. People are returning to the club and are paying fees as they are invoiced. • Letter from ATO stating that PAYG tax paid during COVID shutdowns can be applied for and the club can be renumerated. Treasurer will follow up on next tax statement. <p>The Committee congratulated Julie B for managing finances so well – considering the new website had to be paid for, Zoom fees, Loss of memberships, no fund raising etc and club still in a good financial position.</p> <p>Report Acceptance: Karen Castle Seconded: Christine Hutcheon</p>	Troy Park Rooms to December 2020	\$ 2113.00	Troy Park Lights	\$ 500.00	Wages/PAYG to end December 2020	\$10,502.00	Mobile Phone Top Up	\$ 20.00	Miscellaneous Expenses	\$ 500.00	Public Liability Insurance	\$ 800.00	Workers Compensation Insurance	\$ 300.00		\$14,735.00 - \$14,7325.00	
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7	Club Captain's Report																	
	<p>Due to Covid-19, there are no Fun run/ walks to train up for. The amount of activity at the club, however, has been very encouraging.</p> <p>Most members returned to the club as soon as they were allowed with renewed vitality. All sessions are well attended.</p> <p>During the evening sessions, some members have chosen to start the training program which John W introduced to us late last year. This program includes warm up with the trainer, dynamic stretches, skills training, followed by the interval training, which differs each session. We have decided to do interval training once a week, alternating between Tuesday and Thursday every other week. The evening sessions are very dark so we try to keep most participants together or have an awareness of where each person is. The oval is busy with football and netball training. A long run is then saved for the Saturday morning.</p>																	

	<ul style="list-style-type: none"> • Review of COVID: Joan d C and Joanne F to generate set of brief questions asking club members for opinions about the club’s handling of the COVID-19 issue and asking for comments/ideas to go on record – Club can review how it handled the issue and help generate responses for the future. • Revisit the Plan: K Adamson suggested that if there was another Pandemic/Second Wave that we use the same plan to maintain the club and members well being (with appropriate tweaks if needed) • Club Equipment: There was considerable discussion with the following decisions made: <ol style="list-style-type: none"> 1. The Club will divest itself of shared equipment through an appropriate mechanism. (Includes mats, weights, ropes, therabands etc) 2. Members are expected to procure own equipment. 3. If needed members can store weights and other small equipment in appropriate container. Clearly named and not to be shared at all. No mats stored. AGREED. • Lap Top Computer: can now be used with appropriate sanitiser. Disinfectant wipes required. AGREED • Hospitality: From July, we can now begin regular hospitality with cups of tea/coffee at the clubrooms on a Saturday morning. NO cups supplied. Members MUST bring own cup. • Thanks to Karen C for setting up and monitoring Facebook Connect. It is not used a lot now. • Social distancing to still be encouraged. • Review Time Period on Critical Issues: <ol style="list-style-type: none"> 1. Critical Issues that are sent for review are to have an ‘end date’ on them – to give all Committee members time to comment. 48 hours was agreed. 2. Non-Critical issues to have ‘end date’. 5 Business days was agreed. 3. If no time available Executive Committee members to make decisions. AGREED • Off-Site Session: King’s Park 8th August. ET to speak to Deb R to organise. • Ann Rinaldi Fun Run/Walk 16th August. There is a desire to make this more of an ‘event’. R Cook home for breakfast after, Nola G to get nominations for award winner from trainers, Eva H to organise T & K Pestana to help with markers. • Calico Carry Bags: ET had a sample calico carry bag with Y Striders logo printed on it. It was queried whether it would be a good idea to get some made for Y Striders to use to carry Weights etc. Approx \$16.00 It was considered that this could become part of clothing sales. 	
11	Other Business	
	<ul style="list-style-type: none"> • J Basire proposed that Darryl Turton be recognised as an Honorary Member of Y Striders for his commitment to being an active member, volunteering to do lots to maintain the club, for morning teas while on walks and his enthusiasm for all of the other helpful and considerate actions taken to help make Y Striders the welcoming and successful club that it is today. J Basire proposed, K Adamson Seconded. AGREED. It was decided that the Certificate would be presented to 	

	<p>Darryl at the Anne Rinaldi Breakfast in August. (ET offered to prepare certificate)</p> <ul style="list-style-type: none"> • Inventory of Equipment at Clubrooms would be held on Saturday June 27th. Ken A and JF to carry out inventory. Any remaining equipment held for members. Use a ballot system to distribute. • Letter tabled from Deb Ruggerio thanking and congratulating Y Striders on their handling of the COVID-19 crisis. 	
<p>Meeting Concluded at 9.00pm.</p>		

NEXT MEETING TO BE HELD:

I hereby certify that these minutes have been reviewed and are correct

PRESIDENT or MEETING CHAIR

NAME

SIGNATURE