

## ANNUAL GENERAL MEETING MINUTES

Held at Port Hedland Youth & Family Centre Port Hedland

17th & 18th November 2007

Day 1 Saturday 17th November 2006

Meeting Opened at 1.30pm

### 1. Attendance:

**Hedland Gymnastic Club:**

Andrew McLaughlin, Kristy McMaster, Rick and Emily Rowlands.

**Karratha Gymnastic Club:**

Rose Clark, Amanda Clark, Janet Nicholson

**Pearl Coast Gymnastic Club Broome:**

Charmaine Snow, Sue Howard

**Wickham Gymnastic Club:**

Kaye Rundle

**Newman Gymnastic Club:**

Michael Kendrick

### 2. Apologies:

**Newman Gymnastic Club:**

Chantelle Rice

**Karratha Gymnastic Club:**

Helen Westley

**Pearl Coast Gymnastic Club:**

Krystal Cilia

### 3. Welcome:

Andrew formally welcomed all to the AGM. Regional Reports were handed out with the report being discussed with highlights over the year via a slide show. Thanks to Krystal Cilia for the slide show presentation. Andrew emphasised the need to get more members involved to get the parents on board for management of club.

NW Club membership numbers were announced for 2007

Port Hedland - 58

Pearl Coast - 144

Kununurra - 99

Newman - 100

Wickham - 75

Exmouth - 65

Gascoyne - 18

Tom Price - 83

Karratha - 374

**TOTAL: 1016**

All clubs are requested to check that their registrar are entering members to the database correctly as all clubs are showing many members with no discipline recorded. Andrew was proud and pleased to advise that we have finally passed the magic mark of over 1,000 gymnasts in the North West.

Andrew acknowledged the contributions of Annie Henry Kerrr form Pearl Coast Gymnastics on her contributions to the sport of gymnastics and the NWRGA over the years and wished her well in the future, although she was unable to make it to the AGM.

Andrew acknowledged and thanked the executive committee for their support and dedication and in particular that of Helen Westley who came on board as secretary. Helen has made an outstanding contribution her organisational skills and commitment have brought the committee to a higher level. Thanks to Helen and all the executive committee. The committee now has a good balance of representation from all clubs.

Hilary Morops resignation has been received, Andrew will forward a letter of thanks to Hilary to thanks her for her support and contributions.

**Action: Andrew McLaughlin**

As we work through the reports we will need to dot point recommendations from the reports for implementation.

Need to follow up with the scoring system licence.

**Action: Andrew McLaughlin**

## **RAS Program**

Each year we need to showcase the achievements of our gymnasts who have made outstanding results. The discipline and skills that gymnasts gain formulate the building blocks for all other sports and pathways in life; it is a life long advantage.

Slide show presentation of outstanding achievements from previous North West Gymnasts and RAS Scholarship holders:-

Travis McLaughlin – Hedland Gymnastic Club. Outstanding achievements in Touch football.

Claire McLaughlin – Hedland Gymnastic Club. Selected for the Anzac Student Tour 2008.

Madeline Stephenson – Karratha Gymnastic Club. Came second at Nationals 2007 in Sports Acro.

Congratulations to these young achievers.

## **4. Minutes from previous AGM meeting:**

Minutes from previous AGM accepted a true and fair record of events:

*Moved:*

*Seconded:*

## **5. Reports:**

### **5.1 Presidents Report**

A sincere warm welcome to the 2007 AGM, I really value your commitment and appreciate you giving up your weekend to attend what I believe is the most important meeting of the year. I am also mindful of the fact that we are all volunteers your contribution is invaluable in shaping another successful year in 2008.

We have finally broken through the brick wall and with much delight I can announce that we have over **1,000** gymnasts registered throughout the North West this is an outstanding achievement.

2007 was the first year that we operated with a full committee. This has played a major roll in ensuring that all our events ran smoothly, and helped us deliver the following outcomes.

We have managed to deliver the following outcomes in 2007:

Coaches education.

1. Coach's updating workshops.
2. General gymnastics clinics.
3. Competition exposure – Regional Championships.
4. Regional badge testing held in Broome and Hedland.
5. Staged 12<sup>th</sup> anniversary of Regional Optional Spectacular.
6. Gymnasts also compete at State Optional Spectacular Championships
7. Our new judges, Judge at State Optional Spectacular Championships

This year we invested in a new trailer to transport all the competition equipment around. This has proven to be invaluable and also a great asset. The next stage is to cover it with all our logos.

At this AGM we farewell Annie who is moving back to New Zealand to start a new journey in life, Annie played a key roll on the executive committee and made a major contribution in helping to make the association what it is today. We sincerely thank Annie and wish her and Steve all the best for the future.

Sincere thanks to my executive committee for taking on their roles and being committed and passionate toward the sport of gymnastics and building for the future. I would like to sincerely thank our families for their encouragement and support throughout the year.

We should all feel proud of our achievements. Please take time and read the full detailed reports by our visiting officials and course presenters. We thank you all for you understand and support in the year 2007. We also thank you for being part of the success of the North West Regional Gymnastic Association Inc.

In closing I would like to thank Gymnastics WA, along with the board members and the wider gymnastic community. I would like to thank the State Government and our Regional Departments along with our major sponsors BHP Billiton. We look forward to their continued support.

**Andrew McLaughlin**

## **5.2 Treasurers Report**

Financial Report hand out distributed. Bank Balance currently \$21,000.00. However funding for 2007 has been down so we have been eating into money to run the NW. Major purchase for the year being the NW Trailer.

### **Clinic and competition entry fees**

If clubs book gymnasts into clinics and competitions and the gymnast doesn't attend they are still required to pay. Refunds can be applied for if supported by a doctor's certificate. This ruling is as per AGM minutes of 2006 Day 2 item 7.4.

**All present agree with rule.**

### **Payments for NW Events**

All payments for NW events, competition, badge testing etc must be paid to the NWRGA and **NOT** GWA. If in doubt or payment requests are received from GWA check with NW secretary prior to making

any payments to GWA. This is with the exception of NDP Badge Testing in clubs, as this is not run by the NWRGA. Clubs must have their own badge tested sanction with GWA and therefore pay GWA.

Follow up on ability to make on-line banking payment of accounts.

**Action: Rose Clark**

Treasurers report was accepted by all present – pending audit report.

## **6. Question Time / Agenda Items**

### **6.1 Upgrade system – change to A & B Division ONLY for Op Spec – presented by Rose & Amanda Clark**

General discussion on the upgrade system.

Final recommendation being:-

No upgrade to apply to any levels, instead gymnasts from Regional's who receive an average score of \_\_\_ or greater (score to be determined by the NWRGA Coach & Judge Coordinators) per apparatus are moved to 'A' Division for Op Spec, where they will compete against all 'A' division gymnasts from their level – (no age grouping to apply to 'A' division.)

- For gymnasts that did not compete at Regional's, their coach is to fairly decide if they should be A or B division.
- Visiting gymnasts from Perth clubs would automatically compete in 'A' division with the duplicate medal system remaining in place.

All remaining gymnasts are 'B' division and age grouped.

State levels – either 'A' & 'B' division or age grouped as above. To be determined by Coach & Judge Coordinator after Regional's.

Stones & Minerals are to remain.

Note: - Coaches can still apply to the NWRGA Committee for age exemptions for gymnasts they believe are not up to standard in level that they would be age grouped to.

**All present agreed for new system to be trialled.**

### **6.2 Equipment**

**New trailer** purchased this year – fantastic acquisition. The trailer and contents are insured. This is the first time the NWRGA have been able to gain insurance. For clubs who have had trouble getting insurance contact GA Insurers Jardine as it appears that they may be able to extend insurance coverage to clubs who in the past have not been able to insure their equipment.

**Computer** – Request to allocate funds of up to \$3,000.00 to purchase a new lap top computer for the Treasurer. Old computer is to be allocated to the Vice Chairperson.

Kaye to provide details to Richard, for quote to be obtained. Helen to approach supplier of Secretary laptop to get quote for same. All present approved.

**Action: Richard Rowlands / Helen Westley**

### **6.3 RAS**

The Regional of Academy of Sport Program is taking a new direction in uncharted waters. Alida Scott will be looking at gymnasts who attend the State Op Spec comp. If you have gymnasts going to Perth, let Alida know as she would be interested in viewing their standards. It was disappointing that clubs did not make the effort to attend the TID clinics held in Port Hedland. Although it was very short notice the decision to hold the TID clinics was out of the

hands of the NWRGA, there was a direction from GWA to move forward. Clubs were kept informed as much as possible as soon as information was available to disperse. The course was presented by Alida and feedback from those who attended was that it was excellent. In hindsight we should have videoed the course. Also reiterating that it was far too short notice of the course to be able to arrange any video conferencing of the course. The message that went back to the Broome committee was that the NWRGA gave the coaches the brush off. This was not the case; information was given out on what was known at the time. We will need to trial the new system to see how it works out.

The old system was the North West Academy of Sport now it is combined with the Mid West and South West. So even if we do not fully embrace the new system we need to work with it to be able to grow.

Krystal spoke to Alida in Perth - and both Krystal Cilia and Amanda Clark had already been targeted for coach progression which will require commitment from the coaches.

Broome acknowledges it was in no way meant to be a slur on Andrew in regards to the RAS/TID course/clinics it was just a request from the coaches to have the matter addressed.

Coaches will need to try to get parents more involved in running the clubs so the coaches can move away from administrative role and commit more to coach development.

#### **6.4 NW Conversion from WAG State Level to Nationals**

Level 4 and above State Levels are limited to compete at Regional's and States. RAS is designed for competing at National Level. Hardly any clubs in Perth do State Levels, the majority do National Levels. If we are going to send gymnasts to Perth to compete we need to swap over to National Levels, if we stay at State levels there is no one for our gymnasts to compete against in Perth as they progress through the levels.

The difference between the State & National Programs is that the National program incorporates optional bonus skills, which increases the start value of a routine. GWA has endeavoured to bring the skill requirements of state level to be in line with the National program.

In the past the NW region did National levels but as it was reviewed the skills became more demanding than what was viewed could be accomplished so the NWRGA decided the region would move to state levels to make the skills requirement more achievable by NW gymnasts. This is no longer the case as the skills are more comparative.

NDP stay at "C" you can upgrade 1 or 2 routines to "B" to assist with progression and encouragement to National program.

Level 4 and above to move towards development of lead up skills in 2008 and complete implementation to National program by 2009.

Request that Perth Officials present overview on the National program at the NW Congress.

NNW does the two streams however Perth and SW only allow one stream.

**All present agreed to work towards National program**

### **6.5 Club Support for attendance at AGM – Policy Development**

There was a request made to financially assist members to attend AGM with the response being- NO. To clarify reasoning behind this is that funding is given to clubs each year, therefore clubs could choose to use this funding to assist representatives to attend the AGM. The executive committee is given assistance for travel and accommodation to attend executive meetings, however as all executive stands down at the AGM and all positions are declared vacant the NWRGA does not give assistance for that meeting. Clubs need to support their representing members to attend AGM.

## **7. Stand down of Committee:**

Stand down of committee and election of office bearers and committee for 2008.

### **Chairperson:**

Nomination: Andrew McLaughlin Accepted Nomination - Yes  
Seconded By: Charmaine Snow

### **Vice Chairperson:**

Nomination: Rose Clark Accepted Nomination - Yes  
Seconded By: Kristy McMaster

### **Treasurer:**

Nomination: Kaye Rundle Accepted Nomination - Yes  
Seconded By: Charmaine Snow

**Notation:** Kaye accepted position as long as all are aware and happy that will possibly be away at lot during 2008.

### **Secretary:**

Nomination: Helen Westley Accepted Nomination - Yes  
Seconded By: Charmaine Snow

### **Judging Coordinator:**

Nomination: Krystal Cilia Accepted Nomination - Yes  
Seconded By: Janet Nicholson

### **Coach Coordinator:**

Nomination: Amanda Clark Accepted Nomination - Yes  
Seconded By: Kaye Rundle

### **Publicity Officer:**

Nomination: Michael Kendrick Accepted Nomination - Yes  
Seconded By: Rose Clark

**Close of business Day 1, meeting closed 4:05pm**

**Meeting to resume for Day 2 Sunday 19th November at 8:00am**

***Day 1 minuted by Rose Clark***

Day 2 Sunday 18th November 2007  
Meeting resumed 8:00 am

### **1. Attendance:**

#### **Hedland Gymnastic Club:**

Andrew McLaughlin, Kristy McMaster, Rick and Emily Rowlands.

#### **Karratha Gymnastic Club:**

Rose Clark, Amanda Clark, Janet Nicholson

#### **Pearl Coast Gymnastic Club Broome:**

Charmaine Snow, Sue Howard

#### **Wickham Gymnastic Club:**

Kaye Rundle

#### **Newman Gymnastic Club:**

Michael Kendrick

### **2. Apologies:**

#### **Newman Gymnastic Club:**

Chantelle Rice

#### **Pearl Coast Gymnastic Club:**

Krystal Cilia

### **3. Welcome:**

Andrew welcomes all back to day 2.

### **4. Planning**

#### **4.1 Congress:**

To be held in Karratha on the 1<sup>st</sup>, 2<sup>nd</sup>, & 3<sup>rd</sup> March 2008.

0850 Helen Westley arrived and commenced minute taking from this point onwards.

#### **4.2 Badge Testing:**

**4.2.1**2008 Badge testing will be held on the 31<sup>st</sup> May – 2<sup>nd</sup> June, in the towns of Karratha, Hedland, Newman and Broome. The preference is for travel for Perth judges is to be by air and not road for convenience and time. To assist with inter town transfers the utilisation and access of company flights is to be investigated. Dates for testing in each town will be allocated around flight availability and times; clubs will have to accommodate testing around the flights.

**5.2.2**Testing by video submission is an option only in unavoidable circumstances and must be sanctioned and approved by the NWRGA Judging and Coach Coordinators.

#### **4.3 Competitions**

##### **Regional's:**

**4.3.1** To be held in Karratha 2008 and Newman 2009.

**4.3.2** Coaches who require assistance with competitor's behaviour and concentration whilst on the competition floor are encouraged to request adult help by approaching the floor manager.

**4.3.3** General Warm Up will be of twenty minutes for Regional's and Op Spec.

Coach Judge Meeting will be of ten minutes.

Secretary meeting will be occurring during warm up.

Trail of one runner for competitions 2008.

**4.3.4** Regionals to follow similar time frame as Op Spec 2007.

**4.3.5** Competition Entry:

6 weeks prior to competition – CLOSING DATE any entries after this date will incur the \$100.00 late entry fee.

2 weeks prior to competition – CLOSING OF ALL ENTRIES.

**4.3.6** Competition T shirts must have NWRGA logo on the T shirt. Logo to go on the sleeve of the children's T shirt and adult shirts to stay the same with polo shirt style and NW logo Left breast and event logo on the back.

Aussie Gold to be approached re pricing of additional logo to children's shirts.

**Action: Charmaine**

**4.3.7** Regional Fees

**Recommendation:** Fees to be increased by \$5.00 for 2008, entry fee for 2008 = \$60.00

**And**

Price of extra T-shirts for sale to general public to be increased to \$25.00

**And**

In an event of injury – all competitors are to pay the entry fee; if unable to compete due to injury then a medical certificate must be produced and the entry fee will be refunded. If T shirt is ordered then the refund will be minus the cost of the t-shirt.

**Moved:** Kay Rundle

**Seconded:** Michael Hendrick

**All in favour**

10.00 – 10.20 Break for morning tea.

**4.4 Op Spec:**

To be held on the weekend of the 4<sup>th</sup> and 5<sup>th</sup> October 2008.

**4.4.1** Clinics

Closing date for clinic attendances will be the 19<sup>th</sup> September 08.

There will be a draft of sessions with days and levels only.

To be trialled: Registration desk where gymnasts receive a stamp on their hand and marked off as attending.

**Action: MWRGA**

Pre registration of children attending clinics is important as is correct gymnast details. All clubs are to use the NWRGA Entry Form. Form to be sent to all clubs.

**Action: Helen**

Team Event Entry Form to be removed from Op Spec booklet, include only AGF numbers for coaches.

**Action: Helen**

**4.5 General Competition**

**4.5.1** Equipment Assistants are required for MAG and Higher WAG levels primarily. Identified that 2 people are required. Equipment assistants to be noted on host town allocation sheet for Op Spec and Regional's.

**Action: Helen**

**4.5.2** Electric Drill

**Recommendation:** Purchase of electric drill to assemble equipment prior to competition and to remain in the NWRGA trailer. Host town allowed access to trailer on its arrival to the town.

**Moved:** Charmaine Snow

**Seconded:** Andrew McLaughlin

**All in favour**

#### **4.5.3 Scoreboards**

Review of number of colours for scoreboards to be attended. Perth is to be contacted regarding how scores are displayed at Perth competitions.

**Action: Andrew**

#### **4.5.4 Gymnasts names**

Scorers are to provide gymnasts names for each individual session.

**Action: Scorers**

#### **4.5.5 Trophies and Medallions**

An inventory of trailer contents to be attended prior to first competition of the year. Andrew to determine when this will be done. Suggestion of possible change in supplier of medallions, Michael to advise NWRGA of the name of a trophy company in Perth.

**Action: Andrew and Michael**

#### **4.5.6 Job Allocation Lists**

Add to these lists that the canteen coordinator for each competition is to contact the Treasurer.

**Action: Helen**

### **4.6 AGM 2008**

Proposal to change the AGM date to be held after Op Spec discussed. This would allow a representative to Kununurra to attend and eliminate another event for travelling.

**Majority not in favour**

AGM to be held in Hedland on the 15<sup>th</sup> and 16<sup>th</sup> November 2008.

## **5. General Business**

**Round the Table:**

**Sue Howard**

Sue stated that she would probably not be involved with PCGC in 2008 and she has enjoyed the time she has been involved with gymnastics.

**Kaye Rundle**

Presented audit report. A copy will be given on request. 2006/2007 the NWRGA has a minor surplus.

Kaye stated she believed the North West is doing a great job and that the NWRGA needs to be sold and promoted within the local clubs.

**Charmaine Snow**

It has been a good year and the NWRGA is getting better and better.

**Michael Hendrick**

Discussed the shortage of judges' assistants and runners at competitions and believes that a concerted effort by all clubs is needed to ensure these roles are filled.

Discussed the difficulty experienced with the allocation of invoices and surplus funds from canteen takings. It was confirmed that the host town and NWRGA share any profit from the canteen equally.

Discussion of ambulance / first aid requirements at competitions. It was confirmed that the actual ambulance is not required however a Senior First Aid Officer (with preference to a St John Officer) is to be present throughout the competition.

First Aid kit to be sourced for the NWRGA Trailer.

**Action: Michael**

**Janet Nicholson**

Stated that all equipment must be checked prior to competition for stability and safety. It was advised by those present that the coaches are to inspect equipment prior to

competition sessions and that any concerns regarding equipment are to be presented to and addressed by the floor manager.

**Amanda Clark**

Requesting a position description for the role of Coach Coordinator or for one to be formulated if not already. It was suggested this information to be obtained from Annie Henry Kerr by Amanda.

**Richard**

Nil to add

**Kristy**

It has been a good year and Kristy announced she is leaving Hedland in 2008 to go to Perth and will be coaching with the Starmites Club.

**Lisa Hourn**

Acknowledged the effort of the NWRGA and offered assistance when able to.

**Rose Clark**

Requests a copy of position description for Floor Manager. This is to be obtained from Perth by Andrew.

**Action: Andrew**

Comment made regarding the number of emails received throughout this year, 'over communication'. To address this, the secretary is to compile specific distribution lists so that appropriate people receive relevant information. To assist with the compilation of these lists, all clubs are to provide the names and contact details of those within their club who want to receive communication from the NWRGA and their roles.

**Action: Helen and all clubs**

**Meeting closed 11:53am**

**Next Meeting TBA**