



## ACT Rugby Referees Association

### Executive Meeting

14 Mar 2023

The RUC

Meeting opened 1900

#### Invitees

Jim Phillips

Jack Cunningham

#### Apologies

#### Conflicts of Interest

Nil

#### Previous minutes meetings 20 Feb 23

1. Outstanding items

a. **CCAG** to create SSS plan/ approach to propose to RA, with endorsement to supplement funds

**Motion:** Minutes of the previous meeting be accepted. Proposed President, Seconded VP. All in favour.

2. Follow on actions

a. Assistant Sec and President to confirm travel and match payments for South Coast 7s.

#### Key Dates/ Calendar

3. **Upcoming Exec meetings**

a. 18<sup>th</sup> Apr Exec Meeting

4. **Events**

a. 18<sup>th</sup> Mar South Coast 7s

b. 18<sup>th</sup> Mar Seniors 10s

c. 25<sup>th</sup> Mar GMG/ GM

d. 30<sup>th</sup> Mar ACTRRA workshop

e. 08 Jul 23 NAIDOC round

**Action:** ACTRRA Secretary to utilise the promulgated excel spreadsheet to track/ maintain key dates.

#### Matters Outstanding

5. Email for Annie Dickeson. Annie Dickeson has been provided an email, identified by the secretary.

**Action:** ACTRRA Secretary to confirm Annie has access to the ACTRRA.Coaching email address.





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6. Drop box is full. ACTRRA secretary advised that a payment card is required. Treasurer advised that a card is on its way, and as such Secretary will await for an ACTRRA card to come before paying for more storage.

**Action:** ACTRRA Secretary to add Drop Box to next Exec Meeting Agenda.

### WHS Matters, inc MO abuse

7. Joint communication letter between Brumbies, ACTRU, ACTJRU, and ACTRRA to promulgated in the immediate future, with a focus on identifying and ceasing MO abuse in community rugby.

### Registration Update

8. 89 registrations at the current, with an intent advise the community to register with ACTRRA.

9. VP identified that the participants of the referee ready courses are being encouraged to register after their course is completed. Participants are further encouraged to finalise their referee ready assessments with an ACTRRA referee.

**Action:** ACTRRA Secretary to supply CCAG with list of contacts from the 2022 season.

### Financial Summary

10. Financial report was provided by the Treasurer.

11. Awaiting invoices from The RUC, for which Treasurer is following up.

12. For NAIDOC round jerseys, Waitt Consulting proposed that ACTRRA and Waitt split the cost, including license to use artwork and jersey etc. discussion also put forth that ACTRRA pay for the cost of the NAIDOC round jersey, and split the licensing on the artwork.

13. Treasurer asked about funding members to attend their lv2 coaching course in Sydney, with follow on action to propose an amount based on the DVA rates for accommodation, travel, meals etc. consistent with the MOPP payments.

**Motion:** That the financial report is accepted. Moved Treasurer, seconded A/Sec. All in favor.

**Action:** ACTRRA to share the cost of admin/ license with Waitt Consulting, with ACTRRA to pay for the cost of jerseys for their members.

**Action:** ACTRRA Treasurer to follow up with allowances for members who may travel away for courses.

### CCAG Report

14. No senior appointments coordinator has been identified as of yet. Further, CCAG will be away in April. As such, previous Senior appointments officer will maintain the role until the time where CCAG return. The point of contact for this will be maintained as the [ACTRRA.Seniors@gmail.com](mailto:ACTRRA.Seniors@gmail.com)

15. Trial matches are being promulgated slowly as they come in, in the lead up to the season start.

16. CCAG advised he will be sitting with the ACTRRA coaches to discuss paneling and grading. This list will be promulgated to the ACTRRA Junior appointments coordinator, which will assist him in selecting junior referees.





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17. Lv 2 Coaching course will be conducted in April, with ACTRRA expected to take minimum two people. Possibility to ask Annie Dickeson or Graham Cooper to lecture the course.
18. Discussion raised as to, post the Referee ready courses, how ungraded, inexperienced referees may be appointed and grade these members. VP highlighted that Annie Dickeson is conducting the refereeing coaching for junior members to get some 'practice' before refereeing their first game.
19. CCAG noted that there is an overlap with junior trials on the 26<sup>th</sup> March with the ACTRRA referee ready course. Exec encouraged members, who are wanting to do both, to attend the ACTJRU rugby day, with the Exec to look for other alternatives in providing an additional course, potentially virtually.
20. In encouraging development in juniors and senior referees, CCAG will look to appoint members to AR for 2<sup>nd</sup> game, as well as maintain ARs for u18s 1<sup>st</sup> grade as well.

### **Brumbies Timekeeper**

21. Jack Cunningham advised that the timekeeper for the Brumbies game was an ex referee, and the position was traditionally left for an ACTRRA member. As such, he is proposing that we acquire that position again.  
**Action:** Jack Cunningham to reach out to Graham Cooper regarding acquisition of this position.

### ACTRRA Appointment Process

#### **Appointed Authorisation**

22. Question was raised to scope whether ACTRRA could have list of persons who have the authority to 'appoint' members to a game. Suggestion was made that anyone with Admin access can appoint to a game.
23. CCAG advised that an ACTRRA coach could appoint a member to a game based on their knowledge of the person, with retrospective appointment to be made in Rugby Explorer. This would aid in short notice/ spontaneous appointments and opportunities.

### Pre-season Seminar/ GMG 25Mar23

#### **RA offer inc., 'Ref Live' Info**

24. Invite to the senior Club Coaches to attend GMG 25 Mar 23, also to Junior clubs with an u18 2s team. This invite will be promulgated ASAP.
25. ACTRRA VP has created a template/ agenda for the pre-season seminar, which has been promulgated to the executive. A suggestion was made to encourage coaches to bring along questions to ask about interpretation  
**Action:** ACTRRA Secretary and VP to advise ACTRRA members, and Senior and Junior club coaches, of the pre-season seminar on 25 Mar 23, with RSVPs to Assistant Secretary.

### ACTRRA Workshop 30 Mar

26. VP and Secretary had, as a part of previous action items, discussed a time and place for the workshop, decided on Thursday 30<sup>th</sup> Mar 23. Dinner and drinks shall be provided for those members.





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**Action:** President to add an EOI for members to attend the Recruitment and Retention workshop into the Newsletter.

**Action:** Assistant Secretary to order food and drinks for association members attending the workshop.

### Other Business

#### **NAIDOC Jersey**

27. Discussed within the Financial statement section, alongside funding options.

#### **ANZAC Round**

28. ACTRRA president asked for Buglers to attend on the ANZAC day round, for which we were unsuccessful in our application. President has reached out elsewhere to seek brass instrument players.

#### **ACTRRA Welfare Officer**

29. James Willemsen advised he could no longer fulfill the position. ACTRRA Executive thank him for his efforts and intention to take up the role. We have asked Chris Cousins to take up the role, for which he has accepted.

**Action:** ACTRRA Secretary to pass over the Welfare Officer email to Chris Cousins.

#### **ACTRRA Kit**

30. Currently, Referee ready members don't receive their refereeing kit until completion of the Lv1 refereeing course. They currently receive a yellow shirt, whistle and cards. It was proposed that shorts should be given out upon completion of 5 games, in order to encourage members to gain some experience before issuing kit.

31. Assistant Sec asked about Caps for ACTRRA, and advised that there may be some interest in acquiring more caps/ hats for the association.

32. Kit issues are ongoing and being get out to members, however encouraged to fill out the Google survey for Kit.

**Motion:** Referee ready graduates, upon completion of 5 games in Rugby Xplorer, will qualify for a pair of ACTRRA shorts for use in match. Moved: Assistant Secretary, Seconded: VP. All in favour.

**Action:** Assistant Sec to investigate options for a cap/ hat for ACTRRA.

**Action:** President to advise in newsletter the completion of the survey for kit issue.

#### **Next Meeting**

33. Penciled in for, 18<sup>th</sup> Apr 23.

