



ACT Rugby Referees Association

Minutes Executive Meeting 16th January 2023 @ RUC, 6pm

1. Welcome/Attendees/Apologies

Attendees: Nick Stoker (President), Nathan Mass (VP), Peter Langford (Treasurer), Damien McGrath (asst sec), Ivan Gavazov (sec)

2. Conflicts of interest

Nathan Mass employed by our sponsor WAIDT Services Australia
Nick Stoker is employed by our sponsor OMNI

3. Minutes of the last meeting (Action items from the last meeting presented by the Secretary via the Action Tracker spreadsheet)

- a. Acquiring of more comms sets and servicing the current ones-actioned by Damien McLachlan
- b. ACTRRA promotion drop-banners-lead by asst sec
- c. Referee Ready courses-lead by President and E&T (Annie Dickeson)
- d. Fitness training-lead by President and Asst sec
- e. Recruitment & Retention-the final version of the "Plan" has been sent to the Exec, with the resourcing allocations to be completed soon (lead-President)
- f. Buddy Framework for Juniors-President has re-approached Jim Phillipps, (action accepted by him at Nov planning meeting), James Willemsen to assist
- g. MOA workflow mapping-Secretary to supply document to Mat Vowles for validation.
- h. GMG time to be confirmed (24/2/2024)
- i. Will Boyle run-all going to plan (lead asst sec)

Secretary moved for that Minutes are accepted, unanimously agreed by the Executive

4. Outstanding Matters

- a. Email addresses for the ex-officio positions-these email addresses have been created by the secretary and distributed to the relevant parties; the Secretary is still waiting for a couple of ex-officio members to verify their email addresses.

5. Standing Items

- a. WH&S matters/MOA-none to report for 2024.
- b. Registration update-51 members so far
- c. Recruiting and Retention Plan – finalisation almost complete. Actions already underway in relation to certain recommendations.
 - Member Communication (artefacts) - to be posted to website when artefacts finalised.





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- Prioritisation of effort/resources - to be discussed next meeting.
- d. Calendar/key dates update

- Will Boyle Run & Social Function-Tuesday 6th Feb.-Damien (asst sec)
- ACTJRU Special General Meeting-Tuesday 6th Feb.
- Start Fitness training-
- 2-4th February-National MO conference
- February 2024-Seniors trials?
- 12th February-Brumbies AGM-President
- 19-24th February ACT/sNSW Roadshow
- 24th February ACTRRA GMG
- 24th February-Kiama 7s
- 23/2 Smart Rugby Commences
- ACTJRU Summer 7's Competition (Fridays 2nd Feb-Friday 22nd March)
- 2-3rd March South Coast 7s
- 9th March-1st Brumbies game +/- GMG?
- 9th March-Social Function with Super Rugby referees?
- ACTJRU Special Meeting about changing the RoC 2nd April.
- JID Cup Round 1 (6th April)
- Vikings Gala day 6th & 7th April
- Canberra Grammar School Fete (7s tournament) -6th April
- ACTJRU Rd 1 4th May (no matches on Reconciliation Day and King's B'day)
- ACTJRU GF Sat 7/9 +/- 8/9 or 14/9
- ACTJRU AGM 26/11/2024

6. Financial summary (treasurer)

The treasurer proposed the Executive endorse the schedule of Receipts and payments for 1.10.2023 - 16.1.2024.

Opening balance	57453.93
Total receipts –sponsorship	500.00
Interest	<u>.24</u>
	57954.17

Total payments

Represented by:

Additional purchase of shorts	607.20
MYOB	120.00
Meeting expenses	68.41
Gift - Sam	75.00





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Training – September	240.00	<u>1110.61</u>
Closing Balance		<u>\$56843.56</u>

Closing bank balances as of 16 January 2024

Community One Account	27752.65
Peter Conway Account	2060.22
Will Boyle Account	6,348.31
Term Deposit Account	<u>20,682.38</u>
	<u>\$56843.56</u>

7. CCAG/E&T report – nil report required for this meeting.

- a. GMG planning-24/02/2024 (Saturday)
- b. Development nights planning-none so far (lower priority)

8. 2024 Super Rugby Roles and nominations-Consideration of Karl's draft response to Brendon McKibbin's email

-The Executive accepted Karl's draft response with some minor additions noting that James Willemsen will be unable to be involved. Action: President will ensure ACTRRA formal response provided to Brendan McKibbin.

9. Other business

- a. Will Boyle Run progress-all going to plan (asst sec)
- b. Fitness training progress (all going to plan with Steven Koh as a likely candidate for trainer)
- c. Kit-Bucket hats (will be ordered for sale to the members that already have a cap, or free to members that don't have a cap and prefer a bucket hat), yellow jerseys, tracksuit tops and pants-to be ordered by the Secretary
- d. January Newsletter-started by the Treasurer, to be finalized soon
- e. Usage of NAIDOC jersey-the Executive has agreed that this jersey will be used as an "alternate" jersey only when there is a jersey-clash.
- f. Match Official Retention Transition Program - President to discuss this with Brendan McKibbin re: ACTRRA's intention to submit a business case by the due date.
- g. Ref Payments implemented through RX (Nathan & Peter), possible promotion via members emails ahead of GMG presentation-VP and Secretary have noted that this may be difficult to execute due to the difficult nature of the verification process of bank accounts within RX (both VP and Secretary have gone through this process via RX). President appointed VP and Treasurer as Exec lead on this matter.

Meeting completed at 8.10pm

Next meeting

-Tuesday 13th of February 5.30 for 6pm





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