

Minutes of BSAACT committee meeting held 17 March 2021 at CSCC-Woden.

**1. Meeting opened:** 7.10pm

**2. Present:** Loraine O'Bryan, Nick Payne, Mark O'Neill, Leigh Condon

**3. Apologies:** NIL

**4. Minutes of 29.01.2021 Committee meeting:** no amendments.

Moved to accept: Nick Payne. Seconded: Leigh Condon. **Carried.**

**5. Correspondence:**

1. The correspondence between the President, the Secretary and Murray Jeffries in relation to the member's sponsorship was tabled. The meeting came to the conclusion that the aggressive nature of the member's requests amounted to harassment, and that an apology for his behaviour is required. Further, the meeting came to the conclusion that the member should show cause as to why the funds paid out to enable him to attend an interstate Championship should not be repaid to BSAACT, as he did

not attend the agreed Championship, and did not offer any explanation as to why he did not attend. The Committee agreed that no further sponsorship would be offered to Mr Jeffries until the committee

receives a suitable explanation for his non-use of a sponsorship. **Action: Secretary to write a letter requesting explanations.**

2. Leigh Condon informed the meeting of the change to requirement for Office Bearers who are ABSC affiliates

to acquire certificates in anti-drug policies. **Noted.**

3. Loraine O'Bryan informed the meeting of the resignation of the Women's Co-ordinator. The meeting agreed

to appoint Pat Wadsworth to the position.

**Acceptance** of the correspondence was moved by Mark O'Neill, seconded by Nick Payne. **Carried.**

**6. Treasurer's Report:** L. Condon reported that BSAACT had, since the last report, increased the holding in the development account by \$450.19 to a balance of \$5162.60, and increased the holding in the operating account by \$788.08 to a balance of \$8133.28. There was a generous donation of \$450 from a member. M. O'Neill moved the report be accepted, seconded N. Payne, **Carried.**

**7. the 2021 Calendar of events and planning for 2022:**

L. Condon presented a calendar of events for the remainder of the year. The committee is charged with

compiling a calendar for 2022 and devising a plan for a 2022 registration that would enable competitions to begin as early as possible in the new year. There will also need to be a plan put forward

regarding presentation of trophies and awards for this year's competitions. **Noted.**

**8. Competition official's responsibilities:**

L. Condon tabled guidelines for all officials involved in the organisation and running of competitions. This detailed the responsibilities of the Committee, the Website Manager, the Competition Director, the BSAACT Secretary and the BSAACT Treasurer.

L. Condon **moved** that the guidelines be accepted, **seconded** by N. Payne, **Carried.**

**9. Risk management:**

L. O'Bryan advised that the lockers located at Burns Club had been assessed as a risk to members because of their weight and their lack of maneuverability. As a result L. Condon had modified both lockers. It was agreed that the locker checklist be re-established so any damage to equipment could be noted and addressed. **L. Condon to place check lists** in lockers as soon as possible. **Noted.**

**10. Grant Acquittals:**

All 2020 grants have now been acquitted. The president expressed a special thanks to member Sam Bryant for his professional assistance with the completion of the acquittals. **Noted.**

**11. BSAACT's Website:**

The committee discussed the website and the consensus was that it needed to be much more user friendly and welcoming to users. N. Payne agreed to investigate and bring back to the next meeting costs of having the website redesigned. Once the committee has some idea of costings there may be opportunities for BSAACT to apply for a development grant to enable the redesign to go ahead.

**N. Payne to Action.**

**12. Publicity:**

After discussion it was agreed that the younger members of BSAACT be approached for their suggestions on how to attract new players, by using current social forums (facebook, twitter, etc). L.O'Bryan also noted she had resourced several community areas that could be utilised to promote our sport. **Further action to be taken.**

**13. Strategies to attract new members:**

The previous discussion applied to this topic. There was also a suggestion from L. Condon to restructure

the timetable so more 'short form' competitions could be included to appeal to 'time-poor' members.

L. O'Bryan advised the meeting of 2 initiatives being undertaken this year; a Junior Clinic proposed for the June School holidays, and a daytime snooker group for Seniors to be held initially at Jamison.

**Noted.**

**14. Sponsorship/Fundraising:**

Several suggestions were made for raising funds in the coming year. These included a Garage Sale, applying for more grants (both government and privately sourced), and community attended events such as the Tuggeranong Community Council Fun-run. No firm decisions were made on any suggestions.

To be discussed at the May meeting.

**15. Committee responsibilities:**

L. O'Bryan expressed her concern that too much of the business of running the affairs of BSAACT was being left to too few members and asked for more input from committee and members. There was also a concern raised that insufficient thought was given to 'succession planning' so the affairs of the Association can continue. L. Condon suggested that a Team representative be required to attend each committee meeting as had previously been mooted with team bonuses for each attendance. This would make meetings more open and available to the members, and be a forum for bringing additional members onto committee. **Further action is required.**

**16. Resignation of Women's co-ordinator:**

Noted in correspondence.

**17. Junior Development tables:**

L. O'Bryan reported these tables are still on their way from China.

**18. Other Business:**

- 1. Maintenance of tables.** L. O'Bryan expressed her appreciation and thanks to Nick Payne, Leigh Condon and Shreyas Kumar for their attendance at a clean-up of gear at the Burns Club.
- 2. Meeting with CSCC.** L. O'Bryan reported an initial meeting with CSCC management regarding the maintenance of tables. Management raised the possibility of having a charge for the use of a table which would be collected at and supervised from the front desk of the Club and allocated to the CSCC snooker group to assist with the maintenance of the tables. Further discussions will take place over the next months.
3. The meeting was reminded that we have an obligation to ensure all material used for promotion and advertising must include the words "Supported by ACT Government".
4. L. O'Bryan advised the meeting that both a 'Key Register' and an Assets Register were now established.
- 5. Child Safety Officer (CSO).** Because of the impending Junior Development Clinics, a CSO with suitable qualifications needs to be appointed. As Loraine O'Bryan has those qualifications Mark O'Neill moved she be appointed, seconded by Leigh Condon, **Carried.**
- 6. Re-imburement.** L. O'Bryan requested reimbursement for costs incurred in adjusting the lockers (as described above) of \$129.15. M. O'Neill moved the reimbursement be paid, seconded N. Payne, **Carried.**
7. L. Condon advised the meeting that the National under21 Championship is to be held in Albury on the weekend of the 3-4 July. He proposed the Committee should offer some form of Sponsorship to Noel Williams to attend this event as BSAACT's only eligible representative.  
L Condon moved that BSAACT pays the entry fee for N Williams, seconded by M O'Neill, **Carried.**
8. L Condon advised he would be calling for members interested in becoming referees to nominate for a course called "Introduction to Refereeing" which will be offered shortly. To ensure the needs of BSAACT are met, he presented an agreement which all nominees would be expected to agree to before being accepted onto the course. There will be a fee of \$150 charged to attend the course. This agreement would be placed on the website for comment. **Action: N Payne to post agreement on website.**

**No other business. Meeting closed at 8.45pm.  
NEXT MEETING: 12 MAY 2021.**