

**MINUTES - BOARD OF MANAGEMENT MEETING
Wednesday 13 May 2020
(Videoconference)**

Meeting opened at 6.16pm.

1. ATTENDANCE / APOLOGIES

Videoconference: Craig Scott (Chairman), Tim Jessup, Heather Mitchell, Simon Nicola, Glen Taylor, Melissa Chandler, Mavis Godber, Kerry O’Keefe (CEO), Andrew Pryor (LAA President)

Apologies: Nil

Decisions made by Directors at this meeting were by a show of hands.

2. REPORT OF THE PREVIOUS MEETING

Moved Simon Nicola, seconded Heather Mitchell, “that the minutes of the Board Meeting held on Wednesday, 8 April 2020 were a true and accurate record”.

CARRIED

3. BUSINESS ARISING

Items of business arising will be raised with the appropriate agenda items throughout the meeting.

4. CONFLICT OF INTEREST

No conflicts of interest were declared relative to business on the agenda.
There were no changes to Director’s Interest Declarations.

5. STRATEGY AND PLANNING

Melissa Chandler provided an update on the submissions from independent parties to provide a comprehensive review of the business and a recommended strategy moving forward.

Moved Melissa Chandler, seconded Mavis Godber “that the recommended submission for the Strategic Review be initiated without delay.”

CARRIED

6. ITEMS FOR UPDATE OR DISCUSSION

i. Financial Matters

Financial Reports

The April financial reports were discussed.

CEO Compliance Certification

CEO Compliance Certification for April was held over to the next meeting.

2020/2021 Budget Discussions

The budget for the 2021 financial year will be finalised shortly and will be presented to the Board for approval prior to the end of May.

2019/2020 Financial Audit

KPMG have commenced the audit and been provided with the necessary documentation. It is anticipated that the audit will be completed as per schedule.

Financial Impact Of COVID-19

The financial impact of COVID- 19 on LANSW continues to be minimal at this stage. Further discussion and analysis will take place at the next Board meeting.

ii. **Governance**

LANSW AGM

The LANSW AGM will go ahead on the scheduled date utilising suitable technology.

LANSW Conference 2020

Last month's amendments to Regulation 13 pave the way for the 2020 LANSW Conference to be held using various forms of technology thus providing all members an opportunity to participate. The rescheduled date/s and format for Conference are yet to be confirmed.

Zone Coordinators Elections

As a consequence of last month's amendments to Regulation 7, Zones may now make application to the CEO to conduct an electronic ballot for the election of a Zone Coordinator.

iii. **Risk Management**

COVID-19 (Coronavirus)

The situation with COVID-19 continues to evolve.

In line with the National Cabinet's new framework the NSW Government Public Health Order has been amended to begin easing COVID-19 restrictions from Friday 15 May, including the ability to allow outdoor gatherings of up to ten (10) people, under certain conditions.

There is still no easing of restrictions for committee meetings and alternative methods, namely via phone or internet, are recommended.

The NSW Government will closely monitor COVID-19 rates, especially community transmissions, and use this to guide the further easing of restriction. Consideration will then be given to Steps 2 and 3 of the Australian Government's Roadmap to a COVIDSafe Australia in due course.

iv. **Little Athletics Australia (LAA)**

Andrew Pryor (Little Athletics Australia President) joined the meeting and was welcomed by the Chairman, Craig Scott.

Andrew provided a broad overview of the information currently available from the Australian Federal Government related to COVID-19 and the implications for the Australian Little Athletics community. State governments have enacted their own strict measures to limit any non-essential activities and each states athletics communities will be guided by these.

A discussion relating to post COVID-19 implications for the 2020/2021 season followed and Andrew delivered a brief update on national sponsorships.

The Chairman thanked Andrew for his time and indicated that the LANSW Board were looking forward to meeting with the National Governance Committee, comprising of LAA and AA

representatives, in regard to OneAthletics in the near future. Andrew Pryor then left the meeting.

Videoconferences

Kerry O’Keefe (CEO) updated the Board on the weekly videoconferences currently being conducted with the LAA CEO, Affiliate CEO’s State Sporting Organisations and the NSW Minister For Sport.

7. OPERATIONAL MATTERS AND REPORTS

i. Operational Plan

Items arising were raised with the appropriate agenda items throughout the meeting.

ii. Centre Contact Feedback

The LANSW staff have completed their Centre calls gathering feedback and offering support and assistance to Centres. The majority of concerns were related to registrations being down next season and the ability for Centres to host AGM’s. Staff have provided Centres with assistance as required.

iii. Registration/Membership

Registrations for the 2019/2020 season currently stand at 35,969.

iv. Staff Update

There have been a number of initiatives introduced by staff who are currently working from home.

A Centre survey will be circulated to all centres, in the coming weeks.

Staff are also in the process of developing an online Centre resource platform which will further assist Centres.

A collection of videos have been produced and provided to The Schools Sports Unit GetActive@Home page. Currently only LANSW and Rugby League are featured on this site. (<https://app.education.nsw.gov.au/sport/participation/getactive>)

The Little Athletics NSW Sunday Coaching School supports ongoing coach learning and development. The bi-weekly sessions, held live on Zoom, feature a variety of topics, formats, guests and co-hosts. It also features on the LANSW website. (<https://lansw.com.au/sunday-coaching-school/>)

8. MATTERS FOR DECISION OR APPROVAL

Items for decision or approval were raised with the appropriate agenda items throughout the meeting.

9. GENERAL BUSINESS

i. Confirmation of Circular Resolutions

The previously endorsed circular resolution that the LANSW Board Chairman approach Brooke Collins and ascertain if he would be willing to accept a position as an Appointed Director for a period of up to 2 years as per the LANSW Constitution was confirmed.

The previously endorsed circular resolution that should Brooke Collins agree to accept such a position, he then be appointed as a Director of Little Athletics NSW Ltd as per Clause 17 of the LANSW Constitution was confirmed.

The Chairman verified that he had approached Brooke, who had subsequently agreed to accept an Appointed Director position. Consequently, after completing the necessary induction process, Brooke will be permitted to attend the next Board meeting.

There being no further business the Chairman declared the meeting closed at 9.06pm


Craig Scott
CHAIRMAN

Next Board Meeting

Videoconference
Monday, 1 June 2020
6:00pm start