

## JANDAKOT JETS JUNIOR FOOTBALL CLUB MINUTES

Type of Meeting	General	Date	22/11/2021	Time	7pm
<b>Attendees:</b>	Shane Ford, Chris Hammond, Rikki Jacob, Teagan Hammond, Brooke Wards, Dana Davies, Warren Littlefair, Craig Forsyth, Kate Schick, Clayton Barnes, Kim Hansen, Jurgen Hansen, Shane Ebsary, Darryl Munro				
<b>Apologies:</b>	Dave Morgan, Jackie Sutherland, Sara Burns, Stella McQuade, Pieta Esplin				
<b>Acceptance of Previous Meeting:</b>					
<b>Business Outstanding;</b>					
<b>President:</b>	<b>Shane Ford</b>				
<b>Report:</b>	<p>Welcome to the first of our committee meeting since the AGM. First of all, I would like to thank all that have either put their hand up again to be part of the committee and for those new to the positions on the committee. A club this size does not run on its own and our volunteers are one of our most valuable assets, along with our strong membership base.</p> <p>There are many changes to note as we move closer to the 2022 session with the most significant being the new PlayHQ platform which replaces SportsTG. Many of us will need to undertake some training in order to learn the new platform. As a new committee we have hit the ground running at a very fast pace and I do believe that we are all very well aligned in what we would like to see for the future of the club.</p> <p>We have held two committee management meetings to discuss and review things that we believe are important. We have put together some small project teams who have been working in the background and are being led by some of our general committee members. These teams have been working on the rewrite of the Constitution to ensure that it is aligned with the clubs culture, values and beliefs and to fall in line with legislation.</p> <p>In addition, there is a sponsorship program which will role out shortly, a new website with POS for merchandising, documentation has been reformatted into standardised templates, organised and are now in a central folder that the committee can work from. We are looking at the budget for 2022, new merchandising including a new uniform provider and are in discussions about a talent program and a coaches progression plan.</p>				

# Meeting Minutes

	<p>We have managed to fill all positions on the committee apart from IT/Social Media Coordinator, Auskick Assistant and the Grounds and Game Day Coordinator role. All which we are hoping we can fill as we move into 2022.</p> <p>Many volunteers are needed to run this club and there will be an expectation that if your son or daughter is playing for the JJFC that the parents will need to assist in setups and pack-ups and will be required to volunteer at one point or another. Volunteers help keep the costs down and assist us in giving back to the club and its members (so we all benefit from volunteering).</p> <p>We have had discussions with the senior football club about temporary changerooms on the opposite side of the oval which will come at a cost for both clubs. We will send out some more information about this after the meeting. We will be chasing some input from our members as we move forward.</p> <p>Our vision for moving into 2022 is to ensure that we are approachable as a committee and transparent in our information being feed back to the membership and we look forward to the 2022 session.</p>		
<p><b>Discussion Held:</b></p>	<p>A big thank you to all that have stood up as volunteers for the club – the more volunteers the better run the club. Have had two executive meetings and are hitting the ground running, there are small project groups working on stuff in the background moving forward for the 2022 season – budget, sponsorship and constitution.</p> <p>New website will be up and running, looking a uniform rebrand and upgrade.</p> <p>Had a meeting with the JJSFC regarding temporary changerooms on far side, it is a significant cost (approx. \$300,000) and will need to be looked into further – if we do go ahead they may not be started till end of 2022 season. Need to look into funding and bigger grants for the club to help cover the costs of some of this, need to find out how long we will actually have them for considering they are “temporary”, also need to look into a lot of fundraising throughout the season for things like the changerooms, do we want lights at Harmony ? – all ideas for this welcome.</p> <p>In regards to the changerooms for the other side council are in discussion with the seniors at the moment and Clayton Barnes may be able to help out as he works for Shelford.</p>		
<p><b>Action Items:</b></p>			
<p><b>Responsibility:</b></p>		<p><b>Due Date:</b></p>	

# Meeting Minutes

<b>Senior Vice President:</b>	<b>Chris Hammond</b>		
<b>Report:</b>	Nil		
<b>Discussion Held:</b>	Have only received 4 EOI for coaching so far, will be looking into organising coaching classes etc, put pressure on the WAFC to help with this as we pay a lot of money to them.		
<b>Action Items:</b>			
<b>Responsibility:</b>		<b>Due Date:</b>	
<b>Junior Vice President:</b>	<b>Rikki Jacob</b>		
<b>Report:</b>	Nil		
<b>Discussion Held:</b>			
<b>Actions Items:</b>			
<b>Responsibility:</b>		<b>Due Date:</b>	
<b>Treasurer:</b>	<b>Brooke Wards</b>		
<b>Report:</b>	<p>I have paid all the recent bills we had come through for Roar (Auskick wind ups that we were disputing)</p> <p>WAFC for the GF brochures and Auskick Gala Day</p> <p>City of Cockburn for the Electricity</p> <p>I have tried to contact Jay at JLC on a number of occasions via phone, messaged and emails to no avail for our Audit which has been ready to go since the AGM. I have also tried to contact another 2 companies but also no return contact. I have been passed on a contact from Shane Ford on Friday which I will endeavour to contact and have a meeting with early this week.</p> <p>We currently have in our club accounts:</p> <p>\$71,060.86 Main account \$6,680.60 Canteen account \$85,000.00 Term Deposit</p> <p>I don't expect anymore big bills to come in however we will need to pay for uniforms once a decision has been made ASAP before the season starts.</p>		

# Meeting Minutes

<b>Discussion Held:</b>	<p>We are querying the WAFC bill that was received today – has been a dispute with this over the last few years.</p> <p>Need to look at opening regos so there is money coming in, also need to look at fee structure and inclusions in the fees ( do we look at adding a polo or shorts or socks) ? look at providing open pay or zip pay for fees – may not be accessible for all members so need to still offer payment plans</p> <p>In regards to auditing the books Jay from JLC Associates cant do audits. Brooke to contact Steve (does the seniors books) to organise an audit for our books and will try and do the last four or so years – he did our last audit of books but was a while ago.</p>		
<b>Action Items:</b>	<p>Brooke to contact Steve and provide all that’s needed. Teagan to send through minutes so Brooke can send them all off</p>		
<b>Responsibility:</b>		<b>Due Date:</b>	
<b>Registrar:</b>	<b>David Morgan</b>		
<b>Report:</b>	<p>Hi all,</p> <p>I am delighted to back on the committee for the 2022 season. For those who don’t know me, I have spent 13 years at the club, in various committee roles, as well as being a coach of both girls and boys teams. I look forward to the season ahead and working with the current committee in building on the progress of the committees of the past. With the sudden closure of SportsTG, which has been superseded by PlayHQ, there are a number of challenges ahead. SportsTG was the platform whereby we were able to monitor player’s game day tallies and access contact details for all members. These, I have been assured, will be transferred to the new platform soon(ish). I have contacted PlayHQ for a list of players, their tallies etc., but what I received were game tallies that were very questionable; some of the year 11s that played their 150<sup>th</sup> in 2021 missing 90 games. Although this is of great concern, I have records of all players tallies from the end of the 2019 season. There may need to revert back to a manual process, which may require physical management into the future. I hope that this is not the case.</p> <p>The 2021 committee also flagged the idea of awarding players a 125 milestone on the Club Honour Board; whereas the Club currently displays the names of all players who have achieved 150 club games. While this is somewhat a nice gesture, I propose that in line with contemporary and historical recognition of players, that the recognition of 100 games (as well as 150 games) is a more traditional approach. I also acknowledge that players within the year 9 cohort of 2021 will still achieve 150 games (on top of 125 games) and so their names will possibly be up twice. There is also the retrospective allocation of names, for example, do we then need to put up all the</p>		

150 games (that are currently on the board) up again as 125 game players?

To simplify the above, noting that the average name on the board costs \$7/letter, that we look to creating a separate Honour Board for the 100 game players, or we digitise the 100 game players and present that on a screen. The added bonus here is that a digital display can be updated in real time, and can be placed on the website.

Please see below for an example of how a digital version may look, noting the current Honour Board was only installed in 2018.



YEAR	PRESIDENT	SNR V/PRESIDENT	JNR V/PRESIDENT	SECRETARY	TREASURER	REGISTRAR	CLUB PERSON	LIFE MEMBERS
1996	D. Litter	S. Leese		G. Devenish	L. Hoffman	G. Lewis		R. Johnson, L. Johns
1999	G. Devenish	S. Leese		L. Johnson	L. Hoffman	G. Lewis		
2000	D. Epton	G. Lewis		T. Epton	K. Boyle	S. Parker	S. Enkusa	
2001	D. Litter	P. Lill		D. Epton	J. Clefyon	S. Parker	J. Clefyon	
2002	D. Litter	R. Enkusa		L. Johnson	J. Clefyon	D. Epton	D. Epton	
2003	G. Jones	R. Enkusa		R. Enkusa, G. Williams	J. Reade	G. Jones	G. Jones	
2004	S. Jones	R. Enkusa		G. Williams	J. Reade	S. Parker	M. Jones	
2005	R. Enkusa	B. Sampay	M. Reade	G. Williams	D. Litter	M. Reade	R. Sampay	R. Enkusa, L. Whitting
2006	D. Kenny	B. Sampay	P. Barrows	G. Williams	R. Langley	M. Reade	L. Taitnor, J. Taitnor	R. Sampay, P. Barrows
2007	G. Kenny	B. Sampay	L. Taitnor	G. Williams	R. Langley	G. Lucas-Smith	L. Taitnor, J. Taitnor	G. Kenny, G. Williams
2008	G. Kenny	B. Sampay	L. Taitnor	G. Williams	H. Peat	L. Lucas-Smith	L. Taitnor, J. Taitnor	L. Whittington, M. Sims
2009	G. Kenny	B. Sampay, D. Jones	L. Taitnor	D. Smith	H. Peat	J. Taitnor	T. Huthold	L. Whittington, J. Taitnor
2010	G. Jones	J. Hodari	L. Taitnor	T. Douglas	H. Peat	J. Taitnor	J. Hodari, K. Chava	D. Jones, M. Jones
2011	G. Jones	J. Hodari	L. Taitnor	T. Douglas	H. Peat	J. Taitnor	M. Jones	J. Hodari, T. Huthold
2012	S. Whippo	J. Hodari	R. McMahon	J. Hodari	H. Peat	J. Taitnor	S. Jones, S. McMahon	H. Peat
2013	S. Whippo	J. Eba	R. Forsyth	J. Hodari	H. Peat	J. Taitnor	L. Reynolds	J. Armstrong
2014	L. Taitnor	B. Forsyth	G. Reynolds	L. Reynolds	L. Peterson	J. Taitnor	R. Leigh	J. Eba, P. Black
2015	L. Taitnor	G. Reynolds	R. Leigh	L. Reynolds	H. Ramonak	J. Taitnor	G. Reynolds	R. McMahon, G. Peat
2016	G. Reynolds	M. Ramonak	R. Leigh	H. Peat	H. Ramonak	J. Taitnor	M. Ramonak	
2017	G. Reynolds	M. Ramonak	D. Morgan	H. Peat	H. Ramonak	J. Taitnor	C. Peat	J. Barnes, D. Morgan
2018	G. Reynolds	D. Morgan	R. Collins	H. Peat	L. Boulton	R. Sweetman		

Estimated cost of replacing the above would be in the 10s of 1000\$. On another note, the registration process, via PlayHQ, will allow the club to also capture merchandise and provide email access through mail chimp (free for up to 2000 emails/month). Various subscriptions allow an increase in emails, and with a club of our size, may be required. What the registration process will also capture is the WAFC levy (of around \$16), which in previous years was hidden in the registration fees – and the club was invoiced for each player registered by the district. This made our fees look expensive, compared to some clubs. Further, the fees this year included umpire fees, which further made our seem expensive compared to others, however it took away the headache from team managers chasing game fees each week. Furthermore, our club traditionally spends a great deal of money on windups, trophies etc, which also sends the impression that fees are high. In general, our registrations barely cover costs of putting the kids on the park. More information will be provided at a later date. Fees will also vary (depending on age group), and this will be placed on the website and on PlayHQ.

<b>Discussion Held:</b>	
<b>Action Items:</b>	
<b>Responsibility:</b>	<b>Due Date:</b>
<b>Auskick Coordinator:</b>	<b>Dana Davies</b>
<b>Auskick Assistant:</b>	<b>Vacant</b>

# Meeting Minutes

<b>Report:</b>	Nil		
<b>Discussion Held:</b>			
<b>Action Items:</b>			
<b>Responsibility:</b>		<b>Due Date:</b>	
<b>Coach Coordinator:</b>	Cameron Dawe		
<b>Report:</b>	Nil		
<b>Discussion Held:</b>			
<b>Action Items:</b>			
<b>Responsibility:</b>		<b>Due Date:</b>	
<b>Team Manager Coordinator:</b>	Kim Hansen		
<b>Report:</b>	Nil		
<b>Discussion Held:</b>	Can we have a section on the website for team managers to have all the info and forms easily located,		
<b>Action Items:</b>			
<b>Responsibility:</b>		<b>Due Date:</b>	
<b>All Girls Coordinator:</b>	Kate Schick		
<b>Report:</b>	Nil		
<b>Discussion Held:</b>	<p>Have spoken to Craig McNaughton re rogers cup and league level at WAFL, they took in younger girls last season but are looking at only taking the older age group this year (11/12 girls) as appose to the younger ones. Congratulations to Tanika Bradley who was selected for the u18s AFL state team.</p> <p>To look at seeing if development programs are going to be run by each district this season coming like they do for the males</p>		
<b>Action Items:</b>			
<b>Responsibility:</b>		<b>Due Date:</b>	
<b>Uniform &amp; Merchandising Coordinator:</b>	Pieta Esplin, Kirra Pethick, Brigitte Morris		

# Meeting Minutes

<b>Report:</b>	Nil		
<b>Discussion Held:</b>			
<b>Action Items:</b>			
<b>Responsibility:</b>		<b>Due Date:</b>	
<b>Property Manager:</b>	Jackie Sutherland / Tabatha Bond		
<b>Report:</b>	Jumpers to be ordered and need a few new bags as well		
<b>Discussion Held:</b>			
<b>Action Items:</b>			
<b>Responsibility:</b>		<b>Due Date:</b>	
<b>Equipment Manager:</b>	Lars Kamphuis		
<b>Report:</b>	Nil		
<b>Discussion Held:</b>			
<b>Action Items:</b>			
<b>Responsibility:</b>		<b>Due Date:</b>	
<b>Grounds &amp; Game Day Coordinator:</b>	Vacant		
<b>Report:</b>			
<b>Discussion Held:</b>			
<b>Action Items:</b>			
<b>Responsibility:</b>			
<b>Canteen Manager:</b>	Trish Alatini		
<b>Report:</b>	Nil		
<b>Discussion Held:</b>			
<b>Action Items:</b>			
<b>Responsibility:</b>		<b>Due Date:</b>	
<b>IT:</b>	Vacant		

# Meeting Minutes

<b>Report:</b>	
<b>Discussion Held:</b>	
<b>Action Items:</b>	Brooke has said she is happy to takeover and run Instagram
<b>Responsibility:</b>	<b>Due Date:</b>
<b>Events / Fundraising Coordinator (Y7 to 18s)</b>	<b>Stella McQuade</b>
<b>Report:</b>	Nil
<b>Discussion Held:</b>	
<b>Action Items:</b>	Need to look into open day for 2022 season
<b>Responsibility:</b>	<b>Due Date:</b>
<b>Events / Fundraising Coordinator (Y3 to Y6)</b>	<b>Sara Burns</b>
<b>Report:</b>	Nil
<b>Discussion Held:</b>	
<b>Action Items:</b>	Need to look into open day for 2022 season
<b>Responsibility:</b>	<b>Due Date:</b>
<b>First Aid Coordinator:</b>	<b>Shane Ebsary</b>
<b>Report:</b>	Nil
<b>Discussion Held:</b>	
<b>Action Items:</b>	
<b>Responsibility</b>	<b>Due Date:</b>
<b>Jandakot Jets Seniors:</b>	
<b>Discussion Held:</b>	
<b>General Committee:</b>	<b>Warren Littlefair / Darryl Munro / Jurgen Hanson / Clayton Barnes / Craig Forsyth</b>
<b>Report:</b>	
<b>Discussion Held:</b>	Warren is part of the small group working on constitution changes to present to the executive committee by early December, looking at

# Meeting Minutes

	<p>doing a full re write – seems to be changes that have been made over the years don't correspond or contradict each other, cut out some of the junk, look at changing executive committee to management committee, police checks for all executive positions. The constitution should be similar club to club.</p> <p>Darryl is heading the small group working on sponsorship packages – discussed sponsorship packages, will have the sponsorship matrix up on the website, proposal will be sent out to potential sponsors, need to get onto sponsorship ASAP so the uniforms can be ordered ready for 2022 season</p>		
<b>Action Items:</b>	<p>Warren – constitutional changes presented to executive committee to discuss.</p> <p>Darryl – chase up potential sponsors, send through sponsorship proposal and matrix to Clayton Barnes</p>		
<b>Responsibility</b>		<b>Due Date:</b>	
<b>Time ended</b>	8.25pm	<b>Next Meeting</b>	TBC