

JANDAKOT JETS JUNIOR FOOTBALL CLUB MINUTES

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| Type of Meeting | General | Date | 10/01/2024 | Time | 6.30pm |
| Attendees: | Jemma Iles, Katrina Tudor, Kylie Gerhaard, Michelle Bradford, Brooke Wards, Trent Flanagan, Ashlea Flanagan, Gary Vincent | | | | |
| Apologies: | Mercy Thompson, Lars Kamphuis, Donna McLeod, Helen Vincent, Kay Korver, Jackie Sutherland, Darryl Munro, Kellie Jewell | | | | |
| Acceptance of Previous Meeting: | Jemma Iles, Brooke Wards | | | | |
| Business Outstanding; | | | | | |
| President: | Jemma Iles | | | | |
| Report: | <ul style="list-style-type: none"> • Acknowledgement of Country • Exec Meetings have recommenced. • Club Values <ul style="list-style-type: none"> ○ Attached are the results from our Committee Survey before Christmas. Our new values as voted are Respect, Inclusive and Spirit! ○ A copy of new 'Our Values Playbook' is included for your review. Seeking committee endorsement for the Values and behaviours. Open to feedback from the Committee Meeting. Stella and I will then drive the values across the club, through the coaches' interviews, and through meeting with all teams at the start of the season. ○ Once approved will get up on the website – and look to promote through socials. ○ Would also like to propose that we introduce Values Awards this year. Create an online nomination form – and ask for nominations to come to committee for review each month. Prizes can be a certificate, canteen voucher, uniform or we can order some Jandakot Values Pins/lanyard for issue. The intent is to create a connected community culture and reward the positive behaviours we see! • I sent feedback to the WAFC regarding the rule changes to 4 in the box for Yr 3-6. They aren't back until 15 January so will advise if we hear anything. • Policies that were approved last meeting, have been updated on the website. • Stella will be chairing the next meeting in February in my absence. | | | | |
| Discussion Held: | Everyone agreed to the Values Awards; A compliments board to be put up in the Clubrooms. Recognise recipients on Social Media. Maybe have a draw at the committee meeting to get a canteen voucher for example. | | | | |
| Action Items: | Jemma will write up some guidelines | | | | |

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| Responsibility: | Jemma | Due Date: | |
| Senior Vice President: Stella McQuade | | | |
| Report: | <ul style="list-style-type: none"> • Trent and I have caught up with the majority of the coaches over the past few days. Will need to advertise for missing coaches as well as advertise the coaches we have locked in. • Query – Are TM locked in with individual coaches? • Open day rundown • Like to run an event for Auskick parents / kids early in the season. • Wade Spilker is happy to run tackling and falling to ground sessions with older age groups. • Coaches would like cohort lists (not teams) sent once a week showing registrations. • Aim for teams to be locked in by mid March. | | |
| Discussion Held: | <ul style="list-style-type: none"> • Y9-10 coach Fallon sent through a WCE program run for girls. This has been forwarded to Kellie. • TMs struggled a bit last season, run a couple of TMs sessions before the season • Need to get advertising out for winning fees back if registered before 31st Jan • Open Day 17th Feb Harmony 9am-12pm: <ul style="list-style-type: none"> ○ Tabitha – sausage sizzle - \$500 budget; Jackie getting council approvals; Quote for laser tag \$1490 – 2 staff members, 20 players at a time, guns for little kids, battlefield 25m x 25m ○ Trent will organise a come and try session. ○ Need more gazebos • Organise something before the season for the Auskick kids/parents to make them feel a part of the club | | |
| Action Items: | <ul style="list-style-type: none"> • Stella will send through invoice for Laser Tag – Michelle to pay deposit • Brooke to send through cohort lists to coaches on a weekly basis cc Lars and Stella • Give Stella access to Facebook team pages • Update cohort pages, change name/year and add Stella - Ashlea | | |
| Responsibility: | | Due Date: | |
| Junior Vice President: Lars Kamphuis | | | |
| Report: | | | |
| Discussion Held: | | | |
| Actions Items: | | | |
| Responsibility: | | Due Date: | |

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| Treasurer: | Michelle Bradford | | |
| Report: | <ul style="list-style-type: none"> • Current Bank Balances as at 08-Jan-24: <ul style="list-style-type: none"> ○ Beyond Bank Visa - \$2,071.09 ○ Beyond Bank Savings - \$115,417.62 ○ CommBank - \$589.49 • Registration payments continue to come in. Currently we don't appear to be receiving any payments from PlayHQ for Auskick registrations. I have contacted them to resolve, however, they are not back in the office until 15th Jan 2024. • Atwell Fresh IGA outstanding balance of \$5,248.72 has now been paid in full. • Square payments are still set up to go into the CommBank account. I am working to resolve this issue with Square but since no-one seems to know who the Owner is, it's proving to be a difficult task. • Sponsorship invoices for the 2024 season have now been sent out. There appears to be some outstanding from last season which I am now following up. • Accountants have advised that the 2024 Q1 BAS was not submitted and paid so I am working with them to resolve. 2024 Q2 BAS is due shortly so I will work with them to have this submitted before the due date. | | |
| Discussion Held: | | | |
| Action Items: | | | |
| Responsibility: | | Due Date: | |
| Registrar: | Brooke Wards | | |
| Report: | | | |
| Discussion Held: | Auskick 11 registrations; Junior & Youth 44 registrations; 1 TM and 2 coaches registered Had requests for players to be in same teams, Brooke will send a standard response | | |
| Action Items: | | | |
| Responsibility: | | Due Date: | |
| Auskick Coordinator: | Bec Wilkinson | | |
| Auskick Assistant: | Erin Mias | | |
| Report: | | | |
| Discussion Held: | Bec to catch up with Erin, Mercy and Trent | | |

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| Action Items: | | | |
| Responsibility: | | Due Date: | |
| Secretary | Jackie Sutherland | | |
| Report: | <ul style="list-style-type: none"> • Most equipment delivered – <ul style="list-style-type: none"> - outstanding C&F bags and coach’s boards. - Year 7 bags also ordered. - Gazebos ordered – due mid Feb. • Registration Banners ordered. Requested council spots @ Atwell, Aubin Grove and Treeby for first 2 weeks of February. • Grant application submitted. • Year 7 ACC Carnival - 18 June. Request to open change rooms / club rooms / Canteen and possibly provide temporary footy goal posts / marker cones for year 7 ovals | | |
| Discussion Held: | Jemma will get back to Y7 ACC Carnival organisers regarding what equipment is required. Ashlea and Trent can be here if ECC are involved | | |
| Action Items: | | | |
| Responsibility: | | Due Date: | |
| Coach Coordinator | Trent Flanagan | | |
| Report: | Discussion regarding feedback from coaches from interviews. | | |
| Discussion Held: | Cohort training to start mid-Feb Could look into some grants for the girls programs Look to utilise the wealth of knowledge within the club Inclusiveness of Auskick in the Club Focus on the Club, not individual teams Need 1-2 coaches for 11/12 boys and a coach for Y12 girls Need to make sure we have training equipment | | |
| Action Items: | | | |
| Responsibility: | | Due Date: | |
| All Girls Coordinator: | Kellie Jewell | | |
| Report: | | | |
| Discussion Held: | | | |
| Action Items: | | | |
| Responsibility: | | Due Date: | |
| Team Managers Coord | Kay Korver | | |

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| Report: | Will send out email to last year's TM to gauge interest. | | |
| Discussion Held: | | | |
| Action Items: | | | |
| Responsibility: | | Due Date: | |
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| Sponsorship & Grants | Darryl Munro | | |
| Report: | <ul style="list-style-type: none"> • GLO Dental signed agreement (Team Sponsor) • Awaiting a Response from Tucker Fresh IGA on Platinum Sponsorship • \$4100 in unpaid sponsorship monies from 2023 - to be followed up. • Michelle has sent all Year 2 Sponsorship invoice to businesses. • We need to create a follow up process on sponsorship payments for a third party to cross check the payments have been processed correctly in future. • Meeting with Stephen Pratt MLC on 29th January to discuss continuing sponsorship of Pink Round • Tomorrow Man / Woman sessions likely to be held in the week of 17th June. Just need to lock in dates. • Need to lock in dates in March with Round 1 Fitness for Y9-12 Strength and Conditioning sessions. 3 or 4 sessions of 25-30 players. Once coaches are announced we will lock in dates. • Sponsorship Proposal - can we get this pushed out via Mailchimp and on Social Media. (Sent on separate email) | | |
| Discussion Held: | | | |
| Action Items: | | | |
| Responsibility: | | Due Date: | |
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| Uniform & Merch Coord | Mercy Thompson | | |
| Report: | Uniforms ready to be ordered just waiting on confirmation of sponsors for polos. | | |
| Discussion Held: | | | |
| Action Items: | | | |
| Responsibility: | | Due Date: | |
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| Team Kit & Jumpers | Kylie Gerhard | | |
| Report: | | | |
| Discussion Held: | | | |
| Action Items: | | | |

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| Responsibility: | | Due Date: | |
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| Equipment Manager: | Gary Vincent | | |
| Report: | | | |
| Discussion Held: | Equipment needed for cohort training | | |
| Action Items: | | | |
| Responsibility: | | Due Date: | |
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| Grounds & Game Day Coordinator: | Vacant | | |
| Report: | | | |
| Discussion Held: | | | |
| Action Items: | | | |
| Responsibility: | | | |
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| Canteen Manager: | Tabitha Bond | | |
| Report: | | | |
| Discussion Held: | | | |
| Action Items: | | | |
| Responsibility: | | Due Date: | |
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| IT / Social Media : | Ashlea Flanagan | | |
| Report: | | | |
| Discussion Held: | | | |
| Action Items: | | | |
| Responsibility: | | Due Date: | |
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| Events / Fundraising | Katrina Tudor | | |
| Report: | | | |
| Discussion Held: | | | |
| Action Items: | | | |
| Responsibility: | | Due Date: | |
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| First Aid Coordinator: | Donna McLeod | | |

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| Report: | | | |
| Discussion Held: | | | |
| Action Items: | | | |
| Responsibility | | Due Date: | |
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| Jandakot Jets Seniors: | | | |
| Discussion Held: | | | |
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| General Committee: | Helen Vincent, Laura Sharland | | |
| Report: | | | |
| Discussion Held: | | | |
| Action Items: | | | |
| Responsibility | | Due Date: | |
| Time ended | 08.10pm | Next Meeting | 14/02/2024 |