

**JANDAKOT JETS JUNIOR FOOTBALL CLUB MINUTES**

<b>Type of Meeting</b>	General	<b>Date</b>	13/02/2024	<b>Time</b>	6.30pm
<b>Attendees:</b>	Brooke Wards, Gary Vincent, Trent Flanegan, Ashlea Flanegan, Erin Mias, Bec Wilkinson, Stella McQuade, Kellie Jewell, Michelle Bradford, Lars Kamphuis, Laura Sharland, Daryl Munro, Jackie Sutherland, Mercy Thompson, Kylie Gerhard, Helen Vincent, Kay Korver, Donna McLeod				
<b>Apologies:</b>	Jemma Iles, Katrina Tudor , Tabitha Bond				
<b>Acceptance of Previous Meeting:</b>	Brooke Wards, Michelle Bradford				
<b>Business Outstanding;</b>					
<b>President:</b>	<b>Jemma Iles</b>				
<b>Report:</b>					
<b>Discussion Held:</b>					
<b>Action Items:</b>					
<b>Responsibility:</b>		<b>Due Date:</b>			
<b>Senior Vice President:</b>	<b>Stella McQuade / Darryl Munro</b>				
<b>Report:</b>	<ul style="list-style-type: none"> <li>• Focus on registrations at present. Have a few issues with a few teams for Year 9s and 10s and also maybe Year 8s. Need to push on registration.</li> <li>• Year 9s - whether 3 teams. Year 10s – possibly 34 returning players. 1 coach.</li> <li>• Training has started for Year 9/10/11/12s girls, 10 boys, 11/12 boys. Year 9 boys start on Sunday.</li> <li>• Need to recruit coaches and more players.</li> </ul>				
<b>Discussion Held:</b>	Can we push some of the year 9s to Year 10T? Year 10 different to Year 9 - size. Have asked people if they are coming back. Need to look at whether full sides. Currently holding back year 10s from registering. Need to have full teams but extras due to injury. Team nominations - are due early March.				
<b>Action Items:</b>	Year 9 and 10 teams to be discussed at Exec meeting. Exec Put on social media / mailchimp that teams are closing. - Ash / Jackie				
<b>Responsibility:</b>		<b>Due Date:</b>			

<b>Junior Vice President:</b>	<b>Lars Kamphuis</b>																																																						
<b>Report:</b>	<p>Registrations as of Monday 2:30pm:</p> <table border="1"> <thead> <tr> <th>Year</th> <th>Gender</th> <th>Total Registrations</th> <th>Red</th> <th>White</th> <th>Grey</th> </tr> </thead> <tbody> <tr> <td><b>Y3</b></td> <td>Boys</td> <td>22</td> <td>10</td> <td>6</td> <td>6</td> </tr> <tr> <td><b>Y4</b></td> <td>Boys</td> <td>24</td> <td>11</td> <td>5</td> <td>8</td> </tr> <tr> <td><b>Y5</b></td> <td>Boys</td> <td>15</td> <td>15</td> <td>NA</td> <td>NA</td> </tr> <tr> <td><b>Y6</b></td> <td>Boys</td> <td>12</td> <td>6</td> <td>6</td> <td>NA</td> </tr> <tr> <td><b>Y7</b></td> <td>Boys</td> <td>25</td> <td>11</td> <td>14</td> <td>NA</td> </tr> <tr> <td><b>Y3/4</b></td> <td>Girls</td> <td>2</td> <td>2</td> <td>NA</td> <td>NA</td> </tr> <tr> <td><b>Y5/6</b></td> <td>Girls</td> <td>9</td> <td>9</td> <td>NA</td> <td>NA</td> </tr> <tr> <td><b>Y7/8</b></td> <td>Girls</td> <td>15</td> <td>15</td> <td>NA</td> <td>NA</td> </tr> </tbody> </table> <p>Y3 and Y4 boys: will have 2 or 3 teams each depending on registrations over the next weeks. No real concern here. If three Y3 teams then we need a third coach.</p> <p>Y5 boys will have 1 team. Suggest to close registrations once we hit 20.</p> <p>Y6 boys: poor registrations numbers so far. Some players from last year have indicated they aren't coming back. Might struggle to get two teams, so actively encourage registrations or close down once we hit 20 registrations for this group.</p> <p>Y7 boys: two teams of eventually 16 each. Coaches actively recruiting a few more, but also happy with the occasional play ups if required in 2024, based on previous season success.</p> <p>Y3/4 girls: Only two girls registered. Will approach the parents in early March to offer them to join the boys team or transfer to another club for an all girls team if numbers don't pick up.</p> <p>Y5/6 girls: 9 regos with still a few to register, 1 team.</p> <p>Y7/8 girls: still a fair few to register will look like another large team for 2024 season.</p> <p>Pre-season training: Dates for the Y7, Y6 and Y5/6 girls teams locked in and will commence mid-March. No e-mail response from the Y5 coaches so far to lock in training times. Will call them this week to arrange their pre-season training and regular season training and then move to the Y4, Y3 and Y3/4 girls (if a team is formed).</p>	Year	Gender	Total Registrations	Red	White	Grey	<b>Y3</b>	Boys	22	10	6	6	<b>Y4</b>	Boys	24	11	5	8	<b>Y5</b>	Boys	15	15	NA	NA	<b>Y6</b>	Boys	12	6	6	NA	<b>Y7</b>	Boys	25	11	14	NA	<b>Y3/4</b>	Girls	2	2	NA	NA	<b>Y5/6</b>	Girls	9	9	NA	NA	<b>Y7/8</b>	Girls	15	15	NA	NA
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<b>Discussion Held:</b>																																																							
<b>Actions Items:</b>	Need to arrange a time with Gary (equipment manager) to arrange a time for coaches to pick up their pre-season cohort training bags.																																																						

	Facebook / social media blast. Announce coaches, team managers (Kay are they locked in) and pre-season and regular season training schedules for the junior year groups (might encourage some more registrations).		
<b>Responsibility:</b>		<b>Due Date:</b>	
<b>Treasurer:</b>	<b>Michelle Bradford</b>		
<b>Report:</b>	<p>Please find attached the 2024 Season P&amp;L through to 12-Feb-24.</p> <ul style="list-style-type: none"> <li>• Notes: <ul style="list-style-type: none"> <li>➤ Current Bank Balances as at 12-Feb-24:</li> <li>➤ Beyond Bank Visa - \$1,307.59</li> <li>➤ Beyond Bank Savings - \$161,922.45</li> <li>➤ CommBank - \$1,218.57</li> </ul> </li> <li>• Registration payments continue to come in. We are still not receiving any payments from PlayHQ for Auskick registrations. They have schedule another payment for today so we'll wait and see if that one goes through.</li> <li>• Square payments are still set up to go into the CommBank account. We are still 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.</li> <li>• Outstanding Sponsorship payments for last season are now all paid. There are only a couple of outstanding payments for the current season but they are not due until 14<sup>th</sup> Feb.</li> <li>• 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. Have emailed a couple of times to follow up but haven't received a response.</li> <li>• There is a cash float of \$150 for the Open Day and the Square terminals have been charged ready for use.</li> <li>• There have been a few KidSport vouchers that have been used to purchase merchandise. We need to work through a process to handle these.</li> </ul>		
<b>Discussion Held:</b>			
<b>Action Items:</b>	Square terminals		
<b>Responsibility:</b>		<b>Due Date:</b>	

<b>Registrar:</b>	<b>Brooke Wards</b>		
<b>Report:</b>	<p>As at 13 Feb -</p> <p>Auskick - 42  Y3 Boys – 22  Y3/4 Girls – 2  Y4 Boys – 24  Y5 Boys- 15  Y5/6 Girls – 9  Y6 Boys – 12  Y7 Boys – 26  Y7/8 Girls – 15  Y8 Boys – 18  Y9 Boys – 45  Y9/10 Girls – 8  Y10 – 29  Y11/12 Boys - 22  Y11/12 Girls – 3</p> <p>At Feb meeting last year, we had 316 registered (*62 Auskick and 254 juniors)</p> <p>Transfers in / out  Out to Mundi, Jandakot Seniors, Karratha, Palmyra, Piara Waters, Hammond Park, Cockburn, Mazenod, Kwinana, South Freo- (approx. 15 – including 6 2023 x Yr 12)</p> <p>In – Hammond Park , Coffs Harbour, Mundijong (11)</p>		
<b>Discussion Held:</b>	<p>Issue with playhq re transfers. Need to do manual transfers.</p> <p>Issues with ruling from WAFC and permitted out for season. Darryl to raise with Russell – WAFC</p>		
<b>Action Items:</b>			
<b>Responsibility:</b>		<b>Due Date:</b>	
<b>Auskick Coordinator:</b>	<b>Bec Wilkinson</b>		
<b>Auskick Assistant:</b>	<b>Erin Mias</b>		
<b>Report:</b>	<p>Have gone through playhq and allocated. Currently have 5 coaches. Will put out on social media for 5 more.</p> <p>We also have credit approx \$300 for new equipment. Bec and Erin to look at equipment.</p>		

	<p>Went to sundowner last night for Auskick info evening. Last year ran open session ran at Hammond Park for coaches. Kelmscott looking to hold it and Bec might try to do one here at Jandakot.</p> <p>Girls Auskick - They are trying to push for girls with incentives. Queries - Can PP, Y1 and Y2s play together? Need to double check. Promote Paypal on playhq and sibling discount.</p> <p>Superhero round - Possibly hold here.</p> <p>Auskick mailchimp – Auskick feature.</p> <p>Coach away program. Empowering women – get AFL accreditation. Need to look at those we can target.</p>
<b>Discussion Held:</b>	<p>WWC – card – is it required? only for exec and those without children in own team.</p> <p>Can we use the rugby oval? Normally have set up for canteen. need to get permission from school to use. Possibly use oval 2 instead. Last year it was set up out by coaches. Possibly setting up for fixtures from about 930/10am.</p> <p>Auskick facebook page – is it being used?</p>
<b>Action Items:</b>	Promote Auskick on social media / Look for 5 more coaches.
<b>Responsibility:</b>	<b>Due Date:</b>
<b>Secretary</b>	<b>Jackie Sutherland</b>
<b>Report:</b>	<ul style="list-style-type: none"> <li>• Feedback from WAFC regarding rule changes.</li> <li>• Associations Online – last 4 years has now been submitted (if not submitted they can deregister us)</li> <li>• Preseason / season ovals booked. Handover around 1 April.</li> <li>• City installing turf onto cricket pitches week of 25 March. No games for 14 days to allow it to knit.</li> <li>• CCTV now working around clubrooms.</li> <li>• Swipe Cards. Most cards should now access Harmony.</li> <li>• 3 Banners are up around Atwell, Aubin Grove and Treeby. Will move at the end of the month – any suggestions as to where? Possibly in Honeywood ?, Success - Hammond Park.</li> <li>• Received grant from City of Cockburn for footballs. Need to acknowledge them on fb / website etc.</li> <li>• Colts / Rogers players - fees.</li> <li>• Open day – temporary food stall approved. Require gazebo with 3 sides.. If using permanently will require purchase.</li> <li>• Field Ready Minds – Curtin Uni. 15-19yr old and coaches of ages. \$70 Prezzy voucher</li> <li>• Roar Family open day – 9<sup>th</sup> March – who is looking after.</li> <li>• Photos – 3 year deal.</li> </ul>

	<ul style="list-style-type: none"> <li>• Raffle tickets (dates – so can submit info and then get printed etc) - mid May – Mid June</li> <li>• Y7 Bags ready to go.</li> <li>• Telstra footy grants. Seniors looking at nets on back of each goal posts. Get Quotes from Dave. check with him</li> </ul>
<b>Discussion Held:</b>	<p>Suggestions for banners - Possibly in Honeywood ? (need to check with Kwinana council) , Success - Hammond Park.</p> <p>Roar family open day – Bec and Stella will work together</p>
<b>Action Items:</b>	<p>Check with Seniors re footy grants. Kwinana council – banners – permission? Field ready minds – put on cohort pages Photos – 3 year deal – sign Raffle tickets – submit paperwork Follow up council for handover date. Gazebo for food stall. -</p>
<b>Responsibility:</b>	<b>Due Date:</b>
<b>Coach Coordinator</b>	<b>Trent Flanagan</b>
<b>Report:</b>	Still missing some coaches. Majority of youth have started preseason. Need to get the coach sig offs.
<b>Discussion Held:</b>	<p>Need to lock in date for team manager / Coaches catchup . Haven't heard anything from Mazenod – Scratch matches. . <b>Tuesday 16<sup>th</sup> April</b> Team manager / Coaches catchup . 630pm</p>
<b>Action Items:</b>	<b>Tuesday 16<sup>th</sup> April</b> Team manager / Coaches catchup . 630pm Need to let all know.
<b>Responsibility:</b>	<b>Due Date:</b>
<b>All Girls Coordinator:</b>	<b>Kellie Jewell</b>
<b>Report:</b>	
<b>Discussion Held:</b>	<p>- Email from Olivia – have invited 4 x yr5/6 girls to play a showcase round for Womens WAFL – 2<sup>nd</sup> March . Go to Dana and she can choose 4. - West Coast Eagles – Saw program - waiting to hear back. Can get them to come out and talk to Y9-Y12s girls. - Lead your way - Womens leaders interested in coaching etc. March 11. - Kellie to send to Jackie to distribute</p>

<b>Action Items:</b>	Request Dana choose 4 x 5/6 girls to attend Women's WAFL Lead your way / Coach away info to be sent out
<b>Responsibility:</b>	<b>Due Date:</b>
<b>Team Managers Coord</b>	<b>Kay Korver</b>
<b>Report:</b>	<p>I sent out an email to all of last year's 24 Team managers, I have 7 confirmed Yes that they will be back as a TM, 3 that are a definite NO, 2 may be and 3 only if no one else will. I haven't heard back from 9 of them.</p> <p>I have started to look at the folders and what is in them, some things need updating such as the 'Important note'. I would like to include a checklist for game day duties as well as one for pre game duties to try and help the TM's a bit more. A lot of the information can be found in the file but you really need to look for it so a clear checklist, will help them.</p> <p>I have been working on the email addresses for all teams that have an iPad and changed all of the recovery emails to the team manager one, hopefully this will make it easier when it comes time to set up the teams on the app. I have emailed Rookie Me to ask how this will work being the 2nd year.</p> <p>If everyone is OK with using the same printer company that we have been using for the Game Day envelopes, I will place an order shortly, we do not need to order that many this year.</p> <p>Game day awards for Y3-6, I will order at the same time. Did we want to add a line on them saying what the player got the award for? Great goal/mark, consistent effort etc</p> <p>Does Auskick use the RED awards as well? If so I will need to add more to my total number to order.</p> <p>I require a few stationery items to complete the folders</p> <ul style="list-style-type: none"> <li>- Small envelopes (B&amp;F votes)</li> <li>- Plastic sleeves</li> <li>- A4 document wallets (with holes so it goes in folder) (x4)</li> <li>- Tape cartridge for the Dymano</li> <li>- 8 team folders are missing their clipboard, do we replace these?</li> </ul> <p>Dates for a TM meeting to go through what is required from them. During the next school holidays I can only do Thursday April 11th, the week before the season starts I can do any night as well as the week before the school holidays start. May need to lock in some dates.</p>
<b>Discussion Held:</b>	
<b>Action Items:</b>	Kay to go ahead with purchases.

<b>Responsibility:</b>		<b>Due Date:</b>	
<b>Sponsorship &amp; Grants</b>	<b>Darryl Munro</b>		
<b>Report:</b>	<ul style="list-style-type: none"> <li>• Working on another sponsor. Training shirts.</li> <li>• Pink jumper sponsor.</li> <li>• Lost sponsors due to people leaving club and IGA.</li> <li>• The blue jumper round / tomorrow man / woman. Kai fella have stopped supporting them as they have taken operation back to Vic. means only 1 week of talk rather than having over a few weeks . approx 16 june.</li> </ul>		
<b>Discussion Held:</b>			
<b>Action Items:</b>			
<b>Responsibility:</b>		<b>Due Date:</b>	
<b>Uniform &amp; Merch Coord</b>	<b>Mercy Thompson</b>		
<b>Report:</b>	<p>Committee Shirts, coaches gear, Shorts, tracksuit pants, polos have all been ordered.</p> <p>Have sizing set for shorts from size 4- 2XL for open day. All other stock on hand.</p> <p>Dates to be set for order collection.</p>		
<b>Discussion Held:</b>	Wednesday / Thursday 17 <sup>th</sup> / 18 <sup>th</sup> April and 23 <sup>rd</sup> / 24 <sup>th</sup> April		
<b>Action Items:</b>	Dates to be promoted on social media / open day		
<b>Responsibility:</b>		<b>Due Date:</b>	
<b>Team Kit &amp; Jumpers</b>	<b>Kylie Gerhard</b>		
<b>Report:</b>	<p>Collection date - 16<sup>th</sup> April</p> <p>Match day officials – Barnsey with team names to work out who is missing. Would like New runner vests / first aid vests.</p>		
<b>Discussion Held:</b>			
<b>Action Items:</b>			
<b>Responsibility:</b>		<b>Due Date:</b>	



<b>Equipment Manager:</b>	<b>Gary Vincent</b>		
<b>Report:</b>	<p>All equipment has arrived. Youth preseason bags have ben made up</p> <p><b>Open DAY</b>  Sausages sizzles – Raffle tickets.  Oen day – 9- 12 . Getting there by 7  Uniform shop to be setup.  Coaches coming to set up . need to remind coaches  Lazer tag – will be there at 7.  Darryl and Gary will be there with gear  Coffee Van – will be there - but will leave if quiet  Laptops need to bring spare  Sunscreen / Sanitiser - Jackie  Listing of registrations – Brooke  Raffle tickets  First aid kit -</p>		
<b>Discussion Held:</b>	<p>Purchase some Zooper doopers to hand out for free.  Water bottles / soft drinks. Costco - Jackie Fri arvo at harmony.  List of what is required for uniforms to be displayed.  Sausage sizzle holder – can we get one ?</p>		
<b>Action Items:</b>			
<b>Responsibility:</b>		<b>Due Date:</b>	
<b>Grounds &amp; Game Day Coordinator:</b>	<b>Vacant</b>		
<b>Report:</b>			
<b>Discussion Held:</b>			
<b>Action Items:</b>			
<b>Responsibility:</b>			
<b>Canteen Manager:</b>	<b>Tabitha Bond</b>		
<b>Report:</b>	Training completed. Waiting on certificate.		
<b>Discussion Held:</b>			

<b>Action Items:</b>			
<b>Responsibility:</b>		<b>Due Date:</b>	
<b>IT / Social Media :</b>	<b>Ashlea Flanagan</b>		
<b>Report:</b>	Facebook and instagram connected.		
<b>Discussion Held:</b>	Asking everyone to share facebook page Transfers taken off pages. Mailchimp – Open day need to mention the platforms to pages.		
<b>Action Items:</b>			
<b>Responsibility:</b>		<b>Due Date:</b>	
<b>Events / Fundraising</b>	<b>Katrina Tudor</b>		
<b>Report:</b>			
<b>Discussion Held:</b>			
<b>Action Items:</b>			
<b>Responsibility:</b>		<b>Due Date:</b>	
<b>First Aid Coordinator:</b>	<b>Donna McLeod</b>		
<b>Report:</b>	New concussion guidelines		
<b>Discussion Held:</b>	3 weeks for concussion and 2 weeks for grading. Its up to the first aider present – not a doctor hours later. Need to go through all the kits. Did order at the end of the season but there are items that will need to be checked over. Will book a few first aid sessions when we get closer to the season.		
<b>Action Items:</b>			
<b>Responsibility</b>		<b>Due Date:</b>	

<b>Jandakot Jets Seniors:</b>			
<b>Discussion Held:</b>			
<b>General Committee:</b>	Helen Vincent, Laura Sharland		
<b>Report:</b>			
<b>Discussion Held:</b>			
<b>Action Items:</b>			
<b>Responsibility</b>		<b>Due Date:</b>	
<b>Time ended</b>	8.37pm	<b>Next Meeting</b>	Click or tap to enter a date.