



<p>Sean noted that High Jump was the biggest time waster. Event managers should be fully aware of the rules.</p> <p>Throws were difficult because of the high grass and it was mentioned that we need to get onto City of Darebin regarding this.</p> <p>A PA system should be looked at for Presentation Night and AGM. Thankyou to Connie and Joe for all the food that was provided.</p> <p>Elda asked if the price was expensive but everybody said they were happy with the price. There was talk about having Championship Day and Presentation Night on the same day being a bit much for the kids. Everybody was happy to leave it on the same day. A point was made that we could make the day a bit different. Maybe bibs etc process of the day wasn't explained properly.</p>	<p>Anthony to liaise with the City of Darebin regarding the cutting of the grass</p>
<p>2. Results Collated from PRLAC Survey (To be Tabled) The Results of the PRLAC Survey was tabled and only 17 out of 50 members answered the questionnaire. We need to encourage members to answer these surveys.</p>	<p>It was suggested that these results should be placed on the PRLAC Website. Maybe having a Suggestion Box at the Canteen. Survey result regarding Question 10 should be sent to the Council</p>
<p>3. Cross Country Season 2011 Michael said that errors were fixed up on the Calendar and so it is every 2nd week. The season will commence on Saturday 30th April. Michael and Sean should be starting by 9am sharp by the 2nd week. First day should run a bit longer because of the instructions etc. Michael thinks there will be approximately 9 athletes that will register. Anthony thinks we should have flags maybe indicating the start of the course. The Season will include State Cross Championship at Ballarat on 3rd July 2011. Keys will need to be given to Michael so he can come early to set up.</p>	
<p>CORRESPONDENCE TABLED:</p>	
<p>a) Amended PRLAC Constitution from AGM on the 26th March, 2011</p>	<p>All Committee members received a copy of the amended PRLAC Constitution</p>
<p>b) 06/04/11 – Victorian Commission for Gambling Regulation regarding Renewal of Declaration for PRLAC</p>	<p>A copy of this letter will be sent to Grazia, Jess and Travis for their information.</p>
<p>c) August 2010 – Finance Regulations of Little Athletics Association of Victoria Incorporated – Regulation 9</p>	<p>Joe to complete and send off to LA Vic</p>
<p>d) 31/03/11 – 2011 IGA State Cross Country Championship to be held on Sunday 3rd July 2011 at Buninyong Community Facility (Ballarat).</p>	<p>Centre Team Manager needs to be nominated and advertise through Clubs Online and Website Team Manager will be nominated as the weeks go on if there is a reponse for State Cross Country on the 3rd July 2011.</p>



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e) 12/04/11 – Division One Cross Country 2011 held at various Centres	This will be advertised through Clubs Online
f) 18/04/11 – Working with Children Checks	Elda to check the expiry dates and make sure that new members have WWC checks. Elda will make sure that all WWC checks are properly checked etc. All committee members should have one.
g) 20/04/11 – Little V Road Relay on Sunday 5 th June, 2011 at Flemington Racecourse	Are we interested in attending? Anthony suggested that it should be sent out. Team Manager needs to be appointed. \$15 per team. Correspondence should be sent out and see what response we get. Anthony has nominated himself as team manager for Little V at Flemington.
h) Minutes of Northern Metropolitan Meeting on 4 th April, 2011 was attended by Anthony were presented. The next Region meeting will be held at PRLAC on the 2 nd May 2011. Approximately 20 people attend.	Connie will organise catering for this meeting.
i) Anthony applied for a McDonalds grant and is still was waiting to hear the results. Anthony put in the submission for new discus, javelin and shot puts.	
j) Food Safety Bulletin from City of Darebin given to Connie Lacey	
Moved by: Anthony Pospisil 2nd by: Paul Rusic	
BUSINESS ARISING FROM CORRESPONDENCE:	ACTIONS:
REPORTS:	ACTIONS:
1. Presidents Report:	
Nothing to report Anthony said that he sent out an e:mail to the new Committee Members welcoming them to PRLAC.	
Moved by: Paul Rusic 2nd by: Joe Fratto	
2. Treasurer:	
Joe presented his March, 2011 financial report.	Joe will prepare a budget allowing for different registration numbers for 2011/12 season.



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Mar-11

Balance per Bank	1/03/2011	2,807.58
 PLUS RECEIPTS - March 2011		
Income	- Subs	342.00
	- Hire	-
	- Championship Day/Night	2,392.00
	- Canteen	1,564.60
	- Other	246.00
		4,544.60
 LESS PAYMENTS - March 2011		
Expenses	- Stationery	30.00
	- Trophies/Plaques	2,475.91
	- Other	-
	- Championship Day/Night	780.00
		3,285.91
 Balance per bank	 31/03/2011	 <u>4,066.27</u>

He said that he would like to draft up a budget for the coming season and will need an estimate of how many registrations we will get for 2011/12 season.

This will be an overview of where funds will be spent.

The Region gets a copy of financial statement from the Treasurer.

He explained that no fundraising happened last year.

Joe said that handing out leaflets to schools was the best advertising tool.

If any Committee Member would like to have a look at the books they are welcome.

Moved by: Connie Lacey **2nd by:** Enza Pascuzzi

3. Registrar:

Marisa reported that she has updated the Clubs Online from the Summer Season to the Cross Country Season. It was reported that the Cross Country fees are Registered Athletes - \$25 and Non-Registered Athletes - \$65.

It was also explained that she has created a Certificate of Appreciation which will be sent out to companies or persons who have helped PRLAC with donations, etc. A letter from the President will be sent with the Certificate. Marisa asked for a list of all people who contributed to the Centre.

Could a list be provided of names and companies which assisted PRLAC during the 2010/2011 Season.

4. Records and Rankings:

Elda mentioned that over the coming months, we would need to look at all the awards that are presented to the athletes and also an explanation goes in to the Centre Booklet on how points are allocated, etc.

Elda to prepare a report for presentation at the next meeting on how the records and rankings system works.



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5. Team Manager:	
Nothing to Report	
6. Technical:	
Paul will have someone look at the electrical gate and timer to be fixed	
7. Arena Manager:	
Nothing to report.	
8. Chief of Officials	
Nothing to report.	
9. Canteen Manager:	
Nothing to report. Deep Fryer and Fridge should be looked at. Region meeting will be catered for. Elda said that she has a spare fridge and she will let the Committee know if it is still available.	Elda to find out if she can give the spare fridge to the canteen.
10. Publicity	
No-one nominated Publicity should be linked with Marketing and Promotions and be deleted.	
11. Fundraising	
Lots of ideas being thrown around so anything can be looked at. Better community communications. A Calendar of Events maybe made up as fridge magnets Anthony said he will give Grazia and Jess a Fundraising Book that he has.	Grazia and Jess to come back with suggestions and ideas to be tabled at the next committee meeting. Anthony to give Grazia and Jess the Fundraising Book.
12. Championship & Special Events::	
Nothing to report	
13. Marketing and Promotions	
Anthony explained that he attended the LAPS program at a primary school and this would be great to do again. It was a bit disappointing last year as we didn't get one child from that school. Anthony and Travis to visit Grill Box for sponsorship. Travis also mentioned that Toy Network have fundraising events where you get a percentage of what is sold.	Anthony and Travis to visit Grill Box. Travis to look into the Toy Network Fundraising night and for consideration.
14. Education Coordinator:	
Nothing to report	
15. Kids Committee:	
Nothing to report	
16. Coaches Report: Coach 1 & Coach 2:	
It was explained to Sean that there is a lot of information through the LA Vic website regarding coaching. Organise a session for all of PRLAC committee members to attend Coaching Sessions. Rules, running of events would be learnt.	Sean will investigate about organising a training session at PRLAC or any other coaching sessions and to report back to the next meeting. Head coach will be Sean
17. Cross Country:	
Michael wants to make sure Timer has been looked and changed and remeasuring of the distances is done early Saturday morning. Paul Rusic to assist. Travis said he will be able to get a Measuring Wheel for Michael to	Marisa will resend email for Cross country. Travis to organise wheel.



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measure the distance. 9 kids have been confirmed to do Cross Country.	
18. Region:	
19. Pavilion Committee:	
GENERAL BUSINESS:	ACTIONS:
a) PRLAC Committee Meeting Dates - 2011/2012	Presented and handed out
b) Northern Metropolitan Region Meeting Dates – 2011/12	Presented and handed out.
c) Northern Metropolitan Committee Meeting being held at PRLAC Club Rooms	Catering to be organised. Connie has agreed to organise food for the night.
d) Bunnings BBQ fundraiser: letter to Bunnings regarding potential dates.	Anthony will send a letter to Bunnings for the BBQ to Bunnings and maybe look at doing maybe more than 1.
e) Planning Strategy for PRLAC 2011/12 Season	Another session to be looked at
f) Hand-over information: developing a manual (cheat sheets?) of PRLAC operational processes, jobs, tasks for each role / activity / event, etc.	Will be looked at the next meeting.
g) Centrefest was mentioned and explained to the new Committee members.	
h) PRLAC Action Sheet should be continued is part of Minutes but will be continued by Anthony.	Anthony to manage and attach the Action Sheet to the Minutes.
i) Duration of season to be looked at maybe a shorter season xmas break is a long one. Maybe we come back for four weeks and finish the season.	Everybody to consider and bring thoughts back to the next meeting.
j) Anthony suggested that the Minutes be placed on the PRLAC Website.	Minutes should be placed on online Marisa to action.
k) Anthony also suggested that an invitation goes out to all members inviting them to attend the PRLAC Committee meeting.	Marisa to invite members through Clubs Online to the meetings.
l) Centre Meeting Clause in the PRLAC Constitution – Anthony suggested that this paragraph be placed on top of the agenda so he knows if we have a quorum.	Constitution should be read by members Marisa to add the clause regarding Centre Meetings in the Constitution to the top of the Agenda.
Meeting Closed:	10.33pm
Next Meeting:	Wednesday 25th May starting at 7.30pm