

MINUTES OF THE BOARD OF DIRECTORS (BOD) MEETING
Held at the LAQ Office, QSAC
On Wednesday 16th January 2019

1. OPENING

In opening the meeting at 6:35pm, the President welcomed everyone in attendance.

ATTENDANCE

Board of Directors

Donna Smith	President	Paul Langton	Vice President
Ros McAlister	Finance Director	Dave Brown	General Director
Tony Frampton	General Director	Simon Hinton	General Director

Staff

Simon Cook Chief Executive Officer (CEO)

2. APOLOGIES

Val Hooper General Director

*Moved by R McAlister - seconded by D Brown - all in favour
That the above mentioned apology be accepted.*

3. MINUTES OF PREVIOUS MEETING

*Moved by S Hinton - seconded by T Frampton - all in favour
That the minutes of the Board of Directors meeting held on 13th November be accepted as a true record.*

4. BUSINESS ARISING FROM PREVIOUS MINUTES

CEO contacted the LAA Officials Co-ordinator to obtain the Level 2 Officials exams. She is reluctant to provide them for use in training but instead has sent the Level C questions that the Level 2 exams are based off.

The Brisbane Athletics Officials Club were not interested in joint purchasing a set of starting blocks. CEO to contact QSAC to see what blocks they have available before deciding whether we purchase our own.

5. CORRESPONDENCE (pre-circulated)

A request has been received to award a long standing LAQ member with a service award at the upcoming State Championships in Townsville. Board agreed this should be done.

*Moved by P Langton - seconded by R McAlister - all in favour
That the inward correspondence be accepted and the outward correspondence be endorsed.*

6. ITEMS FOR RATIFICATION

6.1 December 2018 Accounts

To 31st December 2018. The Profit and Loss, Balance Sheet, Trade Debtors totalling \$29,430.84 and Payments Listing totalling \$350,606.74 for November and December were presented.

*Moved by R McAlister - seconded by P Langton - all in favour
That the Financial Report and Payments for December be accepted.*

6.2 2018 State Relays QBP's

The QBP's were presented for ratification from the 2018 McDonald's State Relays. There were twenty-six in total.

It was questioned why there is still a requirement on the forms to have the steel tape certification for all field records when we use an EDM for the longer throws. Board agreed the wording in the forms should be updated to reflect the current practice.

*Moved by S Hinton - seconded by D Brown - all in favour
That the QBP's for the 2018 McDonald's State Relays be ratified.*

ITEMS FOR RESOLUTION / DISCUSSION

6.3 Reports - State Relays

Excellent competition with positive feedback from all areas. The competition finished on time. Some procedural changes will be made to the Call Room to allow for the large number of teams that go through there.

McDonald's were very happy with the presentation of the event.

6.4 Board Planning for 2019

The Board discussed their goals for the year ahead. Endorsed were increasing the number of para events we offer, being more proactive in forming new Centres, implementing our Facilities Plan objectives, increasing the number of coaches and officials in Centres, implementing evaluation processes for all our services, reaching new markets for membership, and exploring more offerings for our members, particularly the older athletes.

It was also decided that we should relook at our vision and mission statement to make sure they align with our goals.

COMMITTEE REPORTS

6.5 Competition Committee

Next meeting scheduled for the middle of February.

6.6 Officials Committee

Next meeting scheduled for late February.

CEO REPORT

6.7 CEO Report

Our 2019 State Government KPI's have been approved and our 2018 End of Year Report is nearing completion.

We received 43 McDonald's Gear Equipment Grant applications and awarded 24 to the value of over \$25,000. All grants are provided through the McDonald's sponsorship.

Discussions are ongoing with the Winter Regions regarding the Boundary Review. Further consultation is taking place with the North Queensland Region. Tropical North and Central North have both indicated they would like for their regions to continue as they currently are. Discussion on the Winter Regions and plans for the Summer Regions are to be put on the agenda for the February Board meeting.

New Timing Solutions contract is being negotiated. The initial drafts look good. The Projects Assistant has asked all Centres for feedback on both the registrations and results platforms before we proceed.

Looking to combine an inspection of the new facility in Mackay with a visit to North Mackay LAC to discuss the regions.

Due to the resignation of Acting Operations Manager, Taneille Crase who has taken up a position at Canterbury College overseeing their athletics program, a staff restructure has taken place. Kendal Newton-Smith is to be appointed to the full time Development Officer position and Shannon Kruger will be assisting the CEO with the OM duties until she returns from maternity leave. The Board asked to pass on their appreciation to Taneille for her work with LAQ and to wish her all the best in her new role with the College.

OM REPORT

6.8 OM Report

No report.

6.9 Registration & Centre Report

CEO presented the registration report. We currently have 11,274 Summer Centre registrations.

7. GENERAL BUSINESS

7.1 Executive Report

Staff Reviews have all been conducted. 2018 was an outstanding year for the Association and the staff are to be congratulated for their role in making it successful.

7.2 Regional Championships

The President asked which Directors are planning to attend the Summer Regional Championships. All regions will be attended with confirmation sent to the Regional Co-ordinators from the office.

8. ITEMS FOR INFORMATION

8.1 Next Board Meeting

The next meeting will be held on Wednesday 13th February 2019 at the LAQ Office.

9. CLOSE MEETING

Meeting closed at 9:25pm.

SIGNED AS A TRUE RECORD
Wednesday 13th February 2019

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President, LAQ