

**MINUTES OF THE BOARD OF DIRECTORS (BOD) MEETING**  
**Held at the LAQ Office, QSAC**  
**On Tuesday 13<sup>th</sup> November 2018**

## 1. OPENING

In opening the meeting at 5:55pm, the President welcomed everyone in attendance.

## ATTENDANCE

### Board of Directors

Donna Smith	President	Paul Langton	Vice President
Dave Brown	General Director	Simon Hinton	General Director
Tony Frampton	General Director	Val Hooper	General Director

### Staff

Simon Cook	Chief Executive Officer (CEO)
Taneille Crase	Acting Operations Manager (OM)

## 2. APOLOGIES

Ros McAlister      Finance Director

*Moved by D Brown - seconded by P Langton - all in favour  
That the above mentioned apologies be accepted.*

## 3. MINUTES OF PREVIOUS MEETING

*Moved by S Hinton - seconded by P Langton - all in favour  
That the minutes of the Board of Directors meeting held on 10<sup>th</sup> October be accepted as a true record.*

## 4. BUSINESS ARISING FROM PREVIOUS MINUTES

Board questioned if there was a response from the Projects Officer with regards to the QBP's at Spring Carnival. At the Spring Carnival, there were changes to the weight of the implement for these age groups.

CEO presented to the Board the formal procedure for Centres that have chosen not to operate for a season or more. Board agreed to make a few changes before formalising the procedure.

## 5. CORRESPONDENCE (pre-circulated)

Nil.

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

## 6. ITEMS FOR RATIFICATION

### 6.1 October 2018 Accounts

To 31<sup>st</sup> October 2018. The Profit and Loss, Balance Sheet, Trade Debtors totalling \$3,206.59 and Payments Listing totalling \$525,981.39 for October were presented.

*Moved by T Frampton - seconded by V Hooper - all in favour  
That the Financial Report and Payments for October be accepted.*

### 6.2 Coles Summer Carnival QBP's

The QBP's were presented for ratification from the 2018 Coles Summer Carnival. There were four in total.

*Moved by S Hinton - seconded by D Brown - all in favour  
That the QBP's for the 2018 Coles Summer Carnival be ratified.*

## ITEMS FOR RESOLUTION / DISCUSSION

### 6.3 Reports - Coles Summer Carnival

The competition ran very well considering it was the first time the Coles Summer Carnival had been conducted. The number of athletes was higher than predicted which put pressure on the program.

Board agreed to look at running the U7 and U8 athletes on the back straight of the track to speed up the track events.

Board agreed to change the competition date to a Saturday pending on the availability of the venue.

### 6.4 Reports - NQ Forum

The forum was held in Cairns and was well attended by the Tropical North Centres. The meeting generated a lot of positive discussions.

### 6.5 Reports - LAA October Conference

President, Vice President and CEO attended. The proposed change to the LAA Constitution was successful. The LAQ motion in regards to allowing Long Jump for the U9 and U10 age groups to be done off a board rather than a mat was withdrawn and must be submitted to the NTC.

The Coles LAA Roll of Excellence Awards night was great with some very worthy recipients inducted. The highlight of the night was LAQ official Julie Cousins being awarded the inaugural Official of the Year award.

### 6.6 Reports - Regional Relays

All Regional Relays (excluding South Coast) have been held. All competitions were well run with no major issues reported.

South Coast Regional Relays will be held on the weekend. Simon Hinton and Dave Brown will be attending.

### 6.7 Joint LAQ/QA Marketing Role

Dave Brown proposed to the Board for consideration in a joint LAQ/QA Marketing and Social Media role. Board agreed to talk to an external consultant about what capabilities we should have in this area before deciding on whether a new position is needed.

### 6.8 Purchase of Starting Blocks

Dave Brown proposed to the Board for consideration in purchasing new competition starting blocks. The cost could be shared with the Brisbane Athletics Officials Club. Dave Brown to speak further with the BAOC.

## COMMITTEE REPORTS

### 6.9 Competition Committee

Meeting was held on 30<sup>th</sup> October. The Committee made the following recommendation to the Board:

*The current rule 5.7.12 c and d. include the following clause 1) an athlete must nominate to compete in the 100M run-off or to be considered for auto-selection process.*

*The current rule 5.7.7.g include the following clause 2) At Regional Relays, should an athlete from a younger age group be nominated to compete up, but the athlete he/she is partnering withdraws from the competition after the closing date or does not compete on the day of competition, the athlete may withdraw from these events and then be included in an equivalent number of field events in their own age group.*

Board agreed to send this recommendation back to the Competition Committee for further discussion.

### 6.10 Officials Committee

Meeting was held on Monday 15<sup>th</sup> October.

A joint QA/LAQ officials meeting had to be rescheduled for later this month.

Meeting held with the Queensland Race Walking Club. Both parties agreed to work together to raise the profile of race walking.

CEO to contact LAA Officials Officer to obtain questions for Level 2 Officials exam.

## CEO REPORT

### 6.11 CEO Report

CEO presented a written report.

The State Facilities Planning Program now finalised. Centre Facilities template has been completed and posted on our website. It will also be included in the next LA News.

McDonald's Gear Equipment Grant promotional material went out on Monday. 2 applications have already been received.

15 LAQ Centres were awarded Coles Community Fund grants.

The Queensland Sport Awards Gala night is on Wednesday 28th November at the Brisbane Convention and Exhibition Centre. Michelle Moore is a finalist in the volunteer category.

Our current contract with Timing Solutions has expired. A new draft has been sent to us.

Conference Venue options were presented to the Board. Board agreed to host 2019 Conference at Novotel Twin Waters on the Sunshine Coast.

## OM REPORT

### 6.12 OM Report

OM presented a written report.

Hamilton Island and Blackbutt are both currently running the FAST program. There are 23 participants at Hamilton Island and 12 participants at Blackbutt. Samford are having a "come n try" day this afternoon to gauge community interest.

LAPS figures are currently at 33,843. Still more schools booked in for a visit in the coming weeks.

Development Staff have started organising the next series of clinics for the December/January school holidays. They will have final details about these clinics by mid-November to start advertising and accepting registrations.

We have 767 followers on Instagram and 6,558 Likes on Facebook.

### 6.13 Registration & Centre Report

7 We currently have 10,959 Summer Centre registrations.

## 7. GENERAL BUSINESS

### 7.1 Congratulations to Shannon and Wayne Kruger

The LAQ Board would like to say Congratulations to Shannon and Wayne Kruger on the birth of their baby girl, Zara.

## 8. ITEMS FOR INFORMATION

### 8.1 Next Board Meeting

The next meeting will be held on Wednesday 16th January 2019 at the LAQ Office.

## 9. CLOSE MEETING

Meeting closed at 8:45pm.

SIGNED AS A TRUE RECORD  
Wednesday 16<sup>th</sup> January 2019

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President, LAQ