

MINUTES OF THE BOARD OF DIRECTORS (BOD) MEETING
Held at the LAQ Office, QSAC
On Wednesday 10th October 2018

1. OPENING

In opening the meeting at 6:25pm, 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)
Taneille Crase	Development Officer (DO)

2. APOLOGIES

Val Hooper General Director

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

3. MINUTES OF PREVIOUS MEETING

6.2 Reports - Winter Championships

The North Queensland Regional Championships were hosted by Wulguru LAC not Townsville LAC.

*Moved by S Hinton - seconded by T Frampton - all in favour
That the minutes of the Board of Directors meeting held on 10th September be accepted as a true record.*

4. BUSINESS ARISING FROM PREVIOUS MINUTES

North Mackay LAC responded to the Board and emailed an outline of the costs to hire the new all-weather track in Mackay.

Toowoomba South LAC has decided not to operate this season. Board agreed that a report be received from all Centres before they go on hiatus that includes full financial statements, interim committee contacts bank details and that non-operational and unbudgeted expenses be approved by LAQ.

5. CORRESPONDENCE (pre-circulated)

Nil.

*Moved by T Frampton - 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 September 2018 Accounts

To 30th September 2018. The Profit and Loss, Balance Sheet, Trade Debtors totalling \$132,877.59 and Payments Listing totalling \$260,387.79 for September were presented.

*Moved by R McAlister - seconded by T Frampton - all in favour
That the Financial Report and Payments for September be accepted.*

6.2 Coles Spring Carnival QBP's

The QBP's were presented for ratification from the 2018 Coles Spring Carnival. A question was asked as to whether the previous throws records were from records originally held when those weights were in use for those age groups.. Projects Officer to be consulted.

Moved by T Frampton - seconded by - D Brown all in favour

That the QBP's for the 2018 Coles Spring Carnival be ratified.

6.3 RCC Nomination for Central North region

Nomination received from Central North Region for Paul Spanner for Regional Competition Coordinator, Sandi Broomhall for Regional Secretary.

Moved by P Langton - seconded by S Hinton - all in favour

That the RCC and Secretary nominations be accepted for the Central North region.

ITEMS FOR RESOLUTION / DISCUSSION

6.4 LAA Governance

The Board discussed the final drafts of the LAA constitution and associated governance documents. Each Director was asked to vote whether they supported the motion or not. LAQ President will also take into consideration advice provided at the meeting with the change of governance motion is put.

6.5 LAA October Conference Motions

Board discussed and voted on the motions for the LAA October Conference.

6.6 Reports - Coles Spring Carnival

Aside from the wind, the competition ran well. Hurdle events were changed to the start of the competition program and ran smoothly for the rest of the day.

Board noticed that there was lots of participation from the South East Queensland athletes.

Organisation for the event behind the scenes particularly with transportation of the event equipment was excellent.

6.7 North Queensland Forum Planning

Agenda items were discussed for this weekend's North Queensland Forum in Cairns. The North Queensland Region and North Mackay were appreciative of having a separate meeting to save travel.

6.8 LAQ Policies Review

All of the existing LAQ policies have been reviewed and updated by the CEO. These were circulated to the Board for comment. Some minor changes were made.

Moved by S Hinton - seconded by T Frampton - all in favour

That the following policies be ratified - Child Protection, Codes of Conduct, Complaint Handling Procedure - Centre, Complaint Handling - LAQ, Drug Alcohol & Smoking, Heat, Privacy & Communications, Purchasing & Delegations, Remote Athlete, Risk Management Plan, Sun Safe, Uniform and Zero Tolerance.

COMMITTEE REPORTS

6.9 Competition Committee

No meeting has been held. Next meeting to be held later this month.

6.10 Officials Committee

No meeting has been held. Next meeting to be held on Monday 15th October.

CEO REPORT

6.11 CEO Report

CEO presented a written report.

Facilities Planning Program acquittal has been approved. Final \$25k instalment has been paid into our account.

McDonald's Gear Grant promotional material will be ready in the next 2 weeks.

Final meetings to be held with Tropical North and North Queensland regions for the Regional Boundaries Review. Still no real issues reported with the current regions. Central North met at Spring Carnival and they are happy with the way things are at present.

OM REPORT

6.12 OM Report

OM presented a written report.

Large numbers of Summer Centres are reporting increases in registration numbers.

Kendal Newton-Smith commenced employment this week. He will be assisting Shaun and Taneille with development work while Taneille is filling in for Shannon whilst she is on maternity leave.

LAPS figures are currently at 31,132 to the end of September. This is over 11,000 more than 2017. More schools have been booked in for the coming weeks. This has been a terrific effort by the Development Staff.

Pleased to report that we had just over 60 athletes attend the school holiday clinic on Monday 1st October. We have had such positive feedback from athletes and parents about this clinic. Further clinics will be organised for the December/January school holidays.

We have a total of 25 athletes attending the New Zealand Tour in January. Taneille Crase, Adam White and Bec Brice will be the three managers for the tour. We have athletes from Cairns, Rockhampton, Moura, Bundaberg and Roma attending this year, as well as those from Brisbane and the Gold/Sunshine Coasts. It's great to see that we have a large number of regional athletes attending this time.

We have 727 followers on Instagram and 6,470 Likes on Facebook.

6.13 Registration & Centre Report

We finished with 1,310 Winter Centre registrations. This is only 161 less than the previous season.

So far we have received 9,319 registrations for Summer Centres. This is excellent so early in the season.

7. GENERAL BUSINESS

7.1 Officials Seminar

Successful Officials' Seminar was held on the weekend. Lots of positive feedback has been received from the officials who attended.

Another two Officials' Seminars will be conducted later this month.

7.2 Message of Thanks

Steve Scanlan would like to thank the LAQ Board and staff that were at the 2018 Coles Spring Carnival for their assistance during his medical emergency. He is recovering well.

8. ITEMS FOR INFORMATION

8.1 Next Board Meeting

The next meeting will be held on Tuesday 13th November 2018 at the LAQ Office.

9. CLOSE MEETING

Meeting closed at 8:40pm.

SIGNED AS A TRUE RECORD
Tuesday 13th November 2018

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President, LAQ