



## BFACT Council Meeting



5:30 pm Friday 10 May 2019 Deakin

### MINUTES :

*Present:* : Marianne Bookallil, Judith Tobin, Julia Leung, Niek Van Vucht, Pam Crichton, John Donovan, Alex Hewat, Keith Huggan, John Niven.

*Apologies:* Jenny McAinsh, Andrew Dawes.

President welcomed attendees and opened meeting.

Confirmation of minutes: The minutes of the meeting of 22 March were confirmed subject to updating of banking minute and cleared for posting to Website.

Action Items from Minutes of 22 march:

- A) President had acquired a small lockable container.
- B) President contacted John McIlrath to agree weekend of 31Aug/1 Sept. to undertake director training. Mr McIlrath agreed.
- C) Outstanding letters (and thumb drives) to BFACT associated clubs requesting information required by changes to Incorporated Associations Legislation delivered to SCBC and mailed to Monaro and Cootamundra Clubs. Completed USB drives from CBC & Capital now held in CBC safe.

1. President's Report (MB):

The President advised that her recent attendance at ABF meeting highlighted two matters of interest to BFACT.

- a) APBF is to be held in Perth in 2020. Issues are is BFACT going to send teams. If so, how many and how do we choose teams.
- b) Other matter is the Strategic Plan. A copy of which is on the website. The ABF is looking at a number of areas including assisting clubs, marketing, new members and International plyers. The ABF plan will require money which will come from the States. Marketing grants have already been reduced and will disappear in 2020 to be replaced by a process in which clubs will be able to apply direct to the ABF. (see email to clubs of May 4<sup>th</sup>) Clubs may commence applying in line with the email. Another area of savings suggested by the ABF is reducing the amount of Masterpoint Charges returned to the States. In relation to BFACT this is not expected to be significant in the order of \$600.

## 2. Treasurer's Report (JL):

The treasurer distributed and spoke a statement which compared BFACT Income and expenditure in relation to the State hosting the ANC that year. The budget will require adjustment to remove the effect of ANC income in the previous year and currently we are experiencing a loss of approx. \$7600. This is expected to increase by the amount of subsidy to players in the ANC as well as guardians for the underage members in the youth team.

## 3. Tournament Secretary's Report (NvV):

The Tournament Secretary announced the makeup of the Open, Women, Seniors, and Youth teams. These were ratified in turn by Council and will be posted on the BFACT website.

Lessons/feedback learned from the trial process included:

Seniors trials were all held at night whereas competition is during day.

Split Field in open made management more difficult than needed.

Women's field was smaller than expected and this would need to be increased in future.

Standard costs for trials appeared to be inequitable given the different amount of games played. A solution would be to slightly increase the fees for trials involving a larger number of games.

Were players qualified for more than 1 event the tournament secretary recommended allowing the player to choose their preferred option. This would foster more harmonious team makeup.

The President thanked Niek for undertaking the long and difficult task of organising the ANC teams.

Discussion on subsidy for ANC indicated \$320 per person, plus \$100 direct purchase of ticket for those attending the dinner and a further \$300 for tickets for 3 guardians for under age youth team members. CBC Barry Turner Fund will provide half the subsidy for ANC team members.

Discussions were also held on process for paying subsidy into players accounts and payment of amounts ABF.

## 4. Substitution Adjustment Register(MB)

A formal complaint made against a pair competing for the ANC highlighted the need for robust rules for those competing for significant BFACT events.

Judith to examine BFACT, Interstate and ABF regs to ensure BFACT substitution regulations are robust and report back to Council.

5. National Director Sebastian Yuen (MB)

The President congratulated Sebastian Yuen on being promoted to National Director level 1

6. Canberra in Bloom (CiB) (MB)

President advised that Justine had called and that little had changed re CiB however she was in need of someone to assist her on advertising.

Other matter relates to BFACT running a mixed teams event at CiB. The ABF did not offer PQPs however they did offer a prize of free entry to the first placed team to the mixed playoffs. This prize was available to 2<sup>nd</sup> and 3<sup>rd</sup> placegetters should the higher placegetter not be able to take up the prize. The prize would lapse after 3<sup>rd</sup> placegetter.

7. ABF Medallions (MB)

Used by BFACT only for CiB however ABF has advised of changes to ordering where states order direct from manufacturer rather than ABF.

8. Recent and Upcoming Competitions

JD advised that invitations have gone out to clubs for the interclub competition and he would shortly be visiting clubs to encourage novice and restricted players to participate. He would later be seeking assistance to manage the catering.

9. Banking (JL)

Treasurer has continued discussions re our banking requirements with our Bank. Further these outcomes were discussed and assessed by Council out of session.

These discussions have led to the following amended banking arrangements proposal.

Currently we have:

- Community account with bulk of funds, earning 0.8% interest
- Access Savings account, nil interest, used for CIB
- Investment account with term deposit

The committee agreed upon the following:

- The community account (no. 03416852) will remain open on a transitional basis as members have these account details to make payments. This will be changed to be a 2 to sign account. To provide a greater interest rate a 'monEsaver'

account will be opened and called the Operational Account. The Balance in the community account will be transferred to the 'monEsaver' (Operational Account). Over the coming year members will be informed of the account details for the 'monEsaver' account and in approximately 12 months the community account will be closed. Julia will inform Beyond Bank when this account should be closed.

- The current Access Savings Account (no. 03558622) will be closed
- A 'monEsaver' account will be opened and called BFACT operational and this will be a two to sign account. All major purchases for the event will be paid from this account via invoice.
- A community account will be set up for BFACT events and called Events account and may have a debit visa card attached to this account for Convenors. At a later stage one of the committee members may also be issued a debit visa card attached to this account to make small purchases. This is a one to sign account which the current signatories will have access to. The committee will only hold limited funds in this account and then top it up as needed.
- The signatories to all the accounts will be Marianne Bookallil, Julia Leung and Judith Tobin
- Once these accounts are set up all payments and transfers between the accounts will be completed via the business banking platform with Beyond Bank. These three signatories listed above will have full access to all the accounts.

Moved: J. Leung

Seconded: M. Bookallil

Carried

#### Other banking matters

- Follow up how to deregister for GST is still in progress;
- Registration of current contact officers with ATO for tax purposes hampered by our inability to determine current contact officer process continuing with ATO;
- Treasurer has obtained bookkeeping training and is now comfortable with makeup of spreadsheet and John Yoon has offered assistance in preparation of end of year accounting data;
- Domain name, host & associated email addresses renewal has been completed; and

- Need for card security and operating instructions will be revisited should council see a need to activate a card in the future.

10. BFACT Legislative Change Requirements

See action Item C.

11. Director Development

See action Item B

Sebastian had advised president that he was still awaiting advice on structure of training weekend and he will put together a strategy for maintaining skills of Directors for next council meeting

12. Marketing Grants.

See Presidents Report

13. Competitions International(MB)

As mentioned above the APBF will be held in Perth during 2020. While a national team will be sent there may be openings for state representative team(s) to participate. The issue at hand is if we send BFACT reps how do we select them in the time available. The problem relates to the available time does not have much scope for an extra competition and if we utilize an existing event which?

Tournament Secretary (NVV) to review calendar to determine possible selection avenues.

### **Other Business**

Judith advised that the update to the Website of results and current office holders had been undertaken by Emlyn.

Alex advised that SCBC had received a grant to update playing equipment. SCBC has since determined that not all the expected equipment needed updating and would send a letter asking that the remaining funds be availed to update other needed player equipment.

Pam advised that she would be put forward a marketing grant of which the BFACT component would be \$1000

Next Meetings: Council meeting scheduled for Friday 5 July 2019