

Meeting commenced: 7:30 pm
Attendance: As per Attendance Book
Apologies: Nil

1. Minutes

Motion to accept the minutes of the meeting held on Monday 7th September 2020.
Moved – Wendy Gardner seconded Sophie Bremner. Resolved that the minutes be accepted.
Noted that copies of the minutes are shown on our web site bhfc.org.au.

2. Business arising from the minutes

Nil.

3. President's Report – Tony Hughes

- a) Thanks to all those people who have helped pre-season and welcome to the new members on the executive who have hit the road running, Danny Yu who has taken over the role of Treasurer from Steve Durante and Kevin Robinson who has taken over the role of Secretary from me.
- b) **Hills Football Registration Rebate** – is not a discount on season 2021. If you played last year you must pay your full registration for 2021 and then apply for the rebate. If you did not play last year you do not qualify.
- c) **NSW Clubs Grants** – Danny has done a lot of work on applying for grants and this is how we source our funding from Bankstown Sports. Everything has to be done in advance now (i.e. quotes from suppliers) so dockets are not submitted anymore. Grant window opened in December and closed on the 17th January. Bankstown has no idea when other grants for 2021 will be available. Quotes for balls, line marking paint, initial marking of fields, training balls and a few other things have been submitted. Bankstown will review them in early February so hopefully we will have success.
- d) **Registrations** – thanks to Wendy and also thanks to Cath who has been working on the Facebook and Website pages advertising registration information.
- e) **Grounds and Lighting** – new booking system. Council monitoring very carefully. Grounds have been booked for January and February and for grading/training starting mid-March. Ringing me to turn the lights on does not work anymore.
Field 5 - drainage now installed and was finished a couple of weeks ago. Permission has been given by the Lands Council and an in principle agreement has been made to install an easement to run the power for lighting. In the short term trying to get 70-80 lux lighting, long term full power 120-150 lux. Nothing booked as payment must be made in advance.
- f) **Grading** - for juniors will be for two weeks and the third week will be a consultation process with last years end of season reviews and consulting with coaches. The time table schedule is on our website.
- g) **Website** – welcome to Steve Taylor who is designing our new website.
- h) **Covid Safety Plan** – Cath to report.
- i) **Branding** – Thanks to Cath on all the work she has done on Facebook and getting our brand out there. HFI provided \$500 to each club for branding for Facebook.
- j) **Team Management Guide** – has been reviewed and will be available in a few weeks. Also reviewed photography and image use guidelines and these are available on the web site.
- k) **Trials** – Mick Hollins will be organising trial game for the weekends of the **20th-21st and 27th-28th March**. Games will be played at Northmead High School and Ted Horwood on fields 4 and 5.
- l) **Training** – no training for the first two weeks of March on field 4 as it will be used for coaching courses. Fields 1, 2 and 3 will be closed for over sowing so no football activity.
The amended training session when we all train on field 4 and 5 will not start until about the **15th/16th March**. The schedule will be put up on the web site.

- m) **Line marking** – Initial marking to be carried out by the company used last year. Fields 4 and 5 will be marked out on **Saturday 20th March** as the Premier League squad start their trials on Sunday 28th March. The second marking is planned for the week straight after Easter.
- n) **Competition** – will start on the **9th, 10th and 11th April**.
- o) **Baulkham Hills Sports Club** – the downstairs section is to be renovated and a mini Brewhouse installed so there will be limited meeting space. This section may be closed for most of the year. With regards to meetings we still have the Zoom option but if we get to a point when we can meet in person an option is to negotiate to use the Parish School Hall at North Rocks.

4. **Covid-19 Safety Plan** – Cath Hughes

- a) **FNSW guidelines** - still the same as last year. Will probably not be updated until the end of this week or the next. We have taken the Covid Safe plans for the HFI Youth League (AYL) and HFI have suggested that this is the best way to go.
- b) **Social distancing** - requirements still in place.
No sign in sheet. We have the sign in sheets for grading and they will serve as our record of attendance. Parents to sign in using the NSW Health Department QR Code on the signs to be placed around the field, not at one location.
Players to go straight to the field they are grading on, not to mix with other age groups.
Bag and water bottle to be kept with the parents.

5. **Secretary's Report** – Kevin Robinson

- a) **AGM**: The meeting was held on 26 October 2020. Office bearers for 2021 were elected (see webpage for Minutes of the meeting & details of changes)
- b) **EGM**: An extraordinary general meeting was held to consider proposed changes to the Club Constitution and to the Club By-Laws (see webpage for Minutes of the meeting and details of the changes).
- c) The Constitution was amended to reduce the notice required for amendments to the Constitution or By-Laws from 28 days to 14 days.
- d) The By-Laws were amended to alter the provision for Family Discount of registration fees (3rd dependent child 50%; 4th dependent child 75%; 5th & subsequent child Free)
- e) A second amendment was made to the provision for free registration for "Playing Life Members" (the service beyond 20yrs must be continuous to maintain free registration).
- f) The Club submitted the *Member Application for Re-Affiliation* with Hills Football Inc (HFI).
- g) A submission has been made to Bankstown Sports Club for financial assistance for a range of projects. These included:
Professional coaching for Youth and Premier Leagues ; Replace field equipment such as new goal nets, flags posts & balls; New line marking & paints; Mini Roos Junior Referees program & training; New player shirts
- h) Monthly General meeting dates have been confirmed and the Sports Club has booked rooms accordingly. Use of the room (or Zoom) will be decided by the Executive in compliance with any restrictions applying at the time.
The Monday dates are: 1 February; 1 March; 5 April; 3 May; 7 June; 5 Jul; 2 Aug.
- i) HFI By-Laws have reverted to the pre-COVID provisions. The major change relates to the maximum number of players that can appear on a team sheet for any given game. (ref. Competition Secretary for details relating to your team[s])
- j) A refund by HFI (25% of the HFI component) for players registered in 2020 who return to play in 2021. Individuals need to make an on-line application (see the Club News item on the web page for the link). Reimbursement is said to occur from mid-July.
- k) COVID Safe procedures have been posted on the web page.
- l) Coaching Courses - Grassroots, Skills Acquisition & Game Training - will be held in March (see the web page for details – ref. Peter McLoughlin).

6. **Treasurer's Report** – Danny Yu

- a) 453 registrations to date (predominantly junior registrations).
- b) \$75,000 in registrations received so far but 75% of that will go to the governing bodies.
Apart from that we have \$50,000 for club use.
- c) **Club Grants** - applications of \$20,000 have been forwarded to Bankstown (of this the \$8,000 coaching expense application will probably not be approved).
- d) **Insurance** – quote received for renewal of insurance for clothing shop/equipment. Premium \$1,200. Permission granted.

7. **Competition Secretary's Report** – Cameron Hume
- a) **Competition** – will start on the 9th, 10th and 11th April and runs for eighteen straight weekends. Planning for a full competition. **No weekends off for holidays** (HFI have Monday of the June long weekend as a spare day (not yet committed). For the girls/ladies Anzac Day on the 25th April will be a 'No Play day'. Still negotiating what they will do. Teams play all the way through to 2nd week in September if they are lucky enough to win through to the Grand Final.
 - b) **Rules** - HFI changed a lot of rules last year to get people playing more in a shortened competition. O35's and O45's now revert back to 18 on the team sheet; U12's to U21's borrowing reverts back from 6 to 4. With regard to borrowing from other teams the orange colour on the multi coloured spread sheet HFI had to show borrowing has been removed. More detail to be given at the next meeting.
 - c) **Electronic Time Sheets** – same format as last year.
8. **Registrar's Report** – Wendy Gardner
- a) **Registrations** – a lot of registrations coming through. Sitting at just under 500 including a few coaches/managers.
9. **Equipment Officer** – Cath Hughes
- a) **Emails** – replies will be sent to emails received even if they do not require a reply just so you know it arrived OK.
 - b) **Uniform Shop** – will remain on-line. The link has been removed from the web site because the 2021 prices need to be confirmed so we can set our prices. Early orders received in January will be processed but for everyone else just hold off for another week. Everything will be going up on line. Do not order on a Wednesday and expect to collect on the Friday. The biggest change is that there will be collection of gear only once a month from now on to move in line with other clubs. Really think about what gear you require for the year. Try to make your order at the start of the year or well in advance of when you might need it.
 - c) **Senior Teams** – thanks to those senior teams that have already sent in their player lists but if others can send theirs in ASAP that would be really helpful. If there are any senior teams looking for players please let me know as we have received requests on Facebook from individuals looking for a team. I can then let those individuals know where we have places available. If you know of any new player registering get them to contact us and tell us rather than them just sitting in the system and we don't know if we have a team for them.
 - d) **Grading** – there will be sanitizer available on the tables. Parents are expected to stand outside of the fence. We need a volunteer to make sure the gear gets to all the grounds and someone to wash the bibs for each age group,
10. **Hills Football (HFI)**
No meetings to report
11. **Vice President, Ladies** – Sophie Bremner
- a) 121 females registered which is good. Better to have more.
 - b) **Age Groups** – U8's, U9's, U10's, U11's, U12's, U13's, U14's, U15's and U16's together, Youth Girls, Women's Premier League, All Age Ladies and O35's. We are hoping to get one team in each age group. Depends on other clubs as to what divisions will be available. No talk yet regarding O35 Ladies going back to divisions.
 - c) **Grading** - We need help to run the sessions on Thursday night and a few helpers on the table for signing.
12. **Facebook** – Cath Hughes
- a) **Facebook** – all members are encouraged to log on to our Facebook page. It's a good way to get notifications. If anyone has photos they would like to put up on social media or quirky stories to share, send them in.
13. **Web Site** – Steve Taylor
- a) Early days but we have the framework together, starting to get the menus collated etc. I need to liaise with Mick Hollins.

14. **Member Protection Officer** – Bronwyn Henson
- a) Looking at Hills policies on line and what other clubs have done.
It is evident we do not have enough links on our web site referring players and parents as to what policies are available given that we use the same policy as HFI. We need to tidy up where our policies are and the links so we can refer people to them.
A big gap on our web site is Member Protection and the complaints process. Suggest what we do is to refer people to the Football Australia Member Protection policy and also provide a simple flow chart that is provided by Play By The Rules.
(Bronwyn was asked to send Cath the links so that they can be put up on the web site).
- b) Should only be three policies under Child Protection i.e. 1/ Instructions for obtaining a Working With Children check, 2/ Child safe Policy guided by Play by the Rules Organisation and 3/ our Drop off and Pick up Policy/Interacting with Children Policy.
All this needs to be tidied up before the season starts so we can refer managers and coaches to the policies and get them to ask parents to familiarise themselves with the policies.
- c) **Important** – if you are a coach, manager or a member on the executive/committee please check your Working With Children expiry date.
15. **Publicity** –
Nil.
16. **Canteen** – Tony Hughes
We still do not have a canteen manager. I'm waiting to see what Councils operational guidelines for canteens are this year. Canteen is going to be very different to what it has been in the past. It is not going to be open from 7.00am to 5.00pm.
If anyone is interested please contact me as we really need the canteen for fund raising.
17. **Referees** – Terry Minton
- a) **Mini Roos Courses**
No information received from HFI to date.
- b) **Level 4 Courses**
These are advertised on the HFI website. Any one that wants to complete the level 4 course go to the link on the referee's site and all the information is on there.
18. **Premiers** – Bill Griffith
- a) We have been back about three weeks.
- b) Lost about 15 players from last year but have about 25 at this moment with 10/11 more we are looking at. Each week we are trialling new players.
Probably going to have a very young squad again with a lot of players coming up from the Baulkham Hills youth teams.
- c) We start our first trial games on the 28th February and will finalise the squad in the next two weeks.
19. **Coaching** – Peter McLoughlin
- a) **Coaching committee** - formed at AGM. Members: David Burns, Bill Griffith, Wayne Norman, Kevin Robinson, Jacob McGaulley, Peter McLoughlin
- b) David & I held a meeting to discuss coaching with Dan Sheppard the HFI Head of Football Technical director during December
- c) HFI will oversee **Funskills** in 2021.
- Will provide weekly session and give coaches short introduction each week
 - Will come around and assist coaches with the session
 - Will certify coaches at end of season – basically Grass roots Certificate.
 - Thanks to Cath & Tony for their work in initiating this with Dan last season.
- d) **Coaches Course** to be held at Ted Horwood in first 2 weeks of March.
- Courses are at 3 levels:
 - i. MiniRoos/Grassroots (5-9 year olds). 1 night course. **Monday 1 March.**
 - ii. Skills Training (9-13 year olds). 3 night course. **Wednesday 3, 10 & 17 March.**
 - iii. Game Training (13-17 year olds). 4 night course. **Tuesday 2, Thursday 4, Tuesday 9 & Thursday 11 March**
 - You must register online. The link is on the Facebook page & BHFC Website
 - MiniRoos course is free, Skill & Game Training is \$90. Those who coach a BHFC team in 2021 will be reimbursed the course fee.

- There will be NO training during the first 2 weeks on March, so it is a good chance to undertake a course. A team or some players could possibly be used during the course for a demonstration.
 - We want to help upskill/educate our coaches, so want as many as possible to undertake courses.
 - HFI are looking at upskilling coaches.
- e) **Goalkeeper Coaching.**
- Plan is to hold sessions each week during the season, starting late March. Bruno will run the sessions which will be age based.
 - i. Monday: 6pm – 7pm: U10, U11, U12.
 - ii. Monday 7pm – 8pm: U13, U14, U15.
 - iii. Wednesday 6.30pm - 8.00pm: U16 & over including seniors.
 - However, the viability of the sessions is essential. So, we need numbers to afford the sessions. We will be coming around and asking for expression of interest.
- f) **Holiday Clinic.** Looking to hold a clinic in April Holidays. Awaiting further discussions with HFI. Looking at a girl's clinic and a separate boy's clinic.
- g) **Season.** Looking at what can be done during season to assist coaches.
- h) We are looking at getting Premier League players involved with coaching in some form.
- i) Bruno is willing to train up a goal keeper to assist or run training for goalkeepers.
- j) These courses are not just for us they will be up on the HFI website soon so if you want to register, get in early. Let us know if you register so we can keep a record.
- k) **Coaching Coordinator** - HFI still want to have some person who will be the contact person in the club. Dave and I are basically the contact with Dan at the moment with Bill wanting to be involved.

20. **Grading** – Rob Vallis

- a) Starts tomorrow night. Planning to run Tuesday, Wednesday and Thursday nights for the next three weeks. Schedule is on the web site and Facebook.
- b) Going to try and get everybody graded in the next two weeks and go straight into game based grading starting tomorrow night. We will be sorting the boys and girls out into skill based groups pretty quickly through games promotion and relegation that you will have been familiar with over the last few years.
- c) **Volunteers** - we do need to as many volunteers to help with grading. The only prerequisites are if you do have a child in that particular age group that you volunteer for an adjacent age group. Don't grade your own child.
- d) **Help** - the most help needed are the three sessions are at 6.00pm on Tuesday and Wednesday nights and 7.30pm on Wednesday night. This is primarily because of the sheer numbers of players. We will have over a hundred players to grade in each session across three age groups. So we will need help at sign on tables, field set out and get the games going. The graders will start working through the children to place them into the right teams. Hopefully we will get really close to finalising by the end of week two.
- e) **Entire teams** - if there are any let me know now and don't come to grading. If you do come to grading please stay out of the way. Don't have children mix in to grading if it is not the intention to have them graded.
- f) **Focus** - is on all age groups up to and including U17's.
- g) **Girls** – we are likely to have one team per each age group with maybe a couple of exceptions. Their Thursday night sessions will be split among 4 fields (field 2 to 5) so we will need multiple sign on tables just to get the girls sorted and out onto the field to play a game. We will make sure the girls are in the best team for their ability.
- h) **Assessments** – we do have last year's coaches' assessments to take into account as well. A big improvement from previous years.
- i) **Divisions** – we will try to make absolutely sure the teams that are selected are put into the most appropriate division.

21. **General Business**

- a) **Trials** – Mick Hollins will be organising these for the weekends of the 20th/21st March and 27th/28th March. The plan is to have trials from U8's all the way up to the O45's teams.
- Assume a trial will be organised for your team. If you do not want a game for any reason you need to let Mick know by emailing trials@bhfc.org.au **Don't phone!**
 - If you want to organise a trial separately from these two weekends there is a process to ensure the game is covered by insurance with the host team filling in a form that needs to be signed by both club secretaries. Forms are with our secretary Kevin Robinson. There must be a minimum of two weeks' notice. If you want a trial with a team in another association just remember there are no grounds available at Ted Horwood.
- b) **Clubs Covid Plans** – ours is based on Football NSW's policy and the NSW guidelines. It seems that some clubs do not adhere to them. We can distribute ours to other clubs. HFI are working with Football NSW to upgrade the Covid plan for the Associations Youth League (AYL). For grading it will be just the BHFC protocols but probably by the time trial start it will be a Football NSW and HFI Protocol to follow.
- c) **U13** – at this stage the girls will be playing 10-a-side box to box. Mixed teams playing full field.
- d) **Just remind parents that we are all volunteers.**

Meeting closed at 8.44pm

Next Meeting: **Monday 1st March 2021.**

Venue: Zoom Invitation

Time: 7.30pm (sharp)