

**AGENDA VACA AGM. 2016/2017. (as at 7/2/2017)**

**(See agenda ATFCA Vic AGM after this meeting.)**

**Date: 9/3/2017. 8:00p.m. Victorian Time.**

**VENUES:**

Victoria: Oakleigh South Primary School. Riley Street, South Oakleigh 3168.

South Australia and Tasmania to organize meeting point and Skype link-up.

**Attendance:**

**Apologies:**

**OPENING REMARKS/REPORTS/QUESTIONS:**

**President.**

**Interim Committee Members and Consultative Group.**

**Treasurer. Outline of breakdown of membership fees.**

**Other Vic Members.**

**MOTIONS.**

- 1) That the Victorian membership retains VACA to manage the Victorian Coaches' Travel Fund and forms a new association involving coaches from outside Victoria as members. **(Moved: John Crane. Seconded: Heather Lamb.)**  
(We have been advised that converting a state incorporated association to one involving other states has complications and that it is better to retain VACA as a separate entity for its original purpose of running the Victorian Coaches Travel Fund and starting a new association from scratch with each state being separately incorporated - would provide a legal and less complicated outcome. **(See attachment)**  
If the Victorian membership votes to allow members from outside Victoria, then 2016/2017 ATFCA members attending the meeting including via Skype and Teleconference can be involved in the remainder of the meeting including as candidates for positions. The South Australian and Tasmanian Branches of ATFCA and individual coaches from other states have expressed interest in being involved in what we are doing.)

**REMARKS/COMMENTS/QUESTIONS:**

**Non-Vic members.**

- 2) That the membership endorses the formation of the new association involving coaches from other states as well as Victoria using model rules as presented by Heather Lamb.

The following statement would be in the purpose section-

The aim of the Association is to encourage and promote the work of Track and Field Coaches in Victoria (Australia) in such a way as to improve the quality of performance and the degree of participation in Track and Field Athletics.

The objects of the Association are:

1. The improvement of the standards in Track and Field Athletics at every level.
2. To encourage the training, testing and accreditation of persons to become qualified.
3. To provide opportunities for coaches to attend workshops, seminars and other educational professional developmental events of a quality standard to allow coaches to develop.
4. The development of athletics coaching within clubs, schools, universities, colleges of education and any other institutions.
5. To safeguard the professional integrity and image of the Association and its members.
6. To represent the interests of coaching and coaches in the decision making processes affecting the Association and athletics coaching in Australia.

**(Moved: John Crane. Seconded: Heather Lamb.)**

- 3) That the membership directs each state branch to incorporate separately using the documentation prepared by Heather Lamb as a guide.

**(Moved: John Crane. Seconded: Heather Lamb.)**

(Harry Summers has moved an amendment to hold off on taking up incorporation until the situation with ATFCA has been resolved. The question is will the lack of immediate incorporation expose the new association in any way. To be debated if there is a seconder.)

- 4) That the motions from this meeting be brought forward with regard to the applicable date in-line with the start-up date of the new association in lieu of a subsequent Special General Meeting or AGM as required in the model rules.

**(Moved: John Crane. Seconded: Harry Summers.)**

- 5) That the membership fee for the new association be based on \$115.00 as a starting point and take into account expenses indicated by Heather Lamb including post box, website, teleconference or skype system, costs of producing electronic publications, upkeep of materials owned by the association. e.g. projectors. cameras. screens, a \$10 capitation fee to each state and a \$5 Travel Fund contribution to each state and other? It would be hoped to eventually re-instate:
- a) honoraria  
and
  - b) a life membership system , but Life Members of ATFCA who have responded have been prepared to pay normal fees at this stage.

It is envisaged that there would be a Central Treasurer supported by an Assistant Treasurer. Each branch would receive an capitation fee based on membership numbers. This would be done twice a year to save too much work. 1) after 3 months and 2) at the end of the 12 month period. Branches would have to provide the association with a financial statement for each AGM.

**(Moved: John Crane. Seconded: Heather Lamb.)**

6. That the membership endorses the Sports Cover Insurance policy that the interim committee has put in place.  
(A significant number of our members have opted out of the AA scheme and previously exclusively relied on ATFCA insurance. The policy covers individual coaches as well as coaches, presenters, participants and facilities in the delivery of our activities which include workshops and seminars.)

**(Moved: Heather Lamb. Seconded: Harry Summers/Barb Stephens.)**

7. The members of the new association accept that coaches from each state which has members in the association can form a state branch and that country regional areas represented within the membership can form their own sub-branch under the umbrella of their state branch. Because they are branches, these bodies will be covered by the constitution of the new association and their incorporation process should reflect this.

**(Moved: John Crane. Seconded: Harry Summers.)**

8. The membership votes for state branches to operate their own bank accounts. Initially memberships will paid through the VACA Treasurer to allow the payment of immediate accounts such as insurance and the website; and excess money will be forwarded to the new association which will distribute Capitation Fees and Travel Fund contributions to State Branches Travel Funds.  
Where state members come on-board as a block from a state branch of ATFCA, those groups will retain their existing bank accounts and travel funds, but these will need to be re-named and constitutionally altered in-line with the new status of the account – in relation to VACA.

**(Moved: John Crane. Seconded: Harry Summers.)**

9. The membership votes to call the new association:  
Australian Union of Track and Field Coaches;  
**(Moved: John Crane. Seconded: Gerry Consedine/Harry Summers.)**  
or  
The Australasian Coaches Association of Track and Field  
**(Moved: Heather Lamb. Seconder required.)**  
or  
Other. (Will take other suggestions from the floor.)  
...to better reflect the make-up of the membership and the changing role of the association.
10. That the association produces a regular online newsletter and magazine **after the structure of the association has been organized**. It is important to note that the quality and volume production of the magazine will depend on the practical support of the membership: in terms of a) electing a co-ordinator and viable sub-committee and b) submission of high quality articles and material from members and other interested parties. Russell Parsons has already donated his vast array of material from the NWS network and Glynis Nunn-Cearns has offered to make available past articles from MAC which will need to be re-written to reflect changes in modern coaching, circumstances and approaches.  
**(Moved: John Crane. Seconded: Heather Lamb.)**
11. **If the membership of ATFCA votes to continue:**
- a) That the new association will cease to exist and that remaining money (after payment of expenses, \$10 per member capitation fee and \$5 per member travel fund contribution to the state branches of ATFCA) will revert back to ATFCA National.
  - b) That all property of the new association will be transferred to ATFCA and its State Branches.
  - c) That with the loss of some existing ATFCA services, that ATFCA be encouraged to take up an expanded version of the structures set up under the new association. e.g. Expanded National Committee cutting out the duplication of a full committee for each state branch; Publications Co-ordinator and Sub-Committee; Website Co-ordinator and Sub-Committee; and Coach Education Co-ordinator and Sub-Committee with additional committee and sub-committee places be made available to the states outside the umbrella of the new association - with just a small State Executive or single Executive Officer over-seeing state branch activities.  
and
  - d) That ATFCA acts with greater co-operation between states rather than as separate entities. This would allow us to spread the workload and make greater use of the available expertise.  
**(Moved: John Crane. Seconded: Heather Lamb.)**

## **Elections of Office Bearers:**

**(We may not be able to get a full complement of positions filled, but with at least 3 states on board, we will have more chance of filling the roles than with just one.)**

- President.
- Vice President (1 from each state involved except for that of the President.)  
**(It would be hoped that the President and Vice Presidents would stand for at least one additional role because without all hands on deck, we won't get far!)**
- Secretaries:
  - General Secretary
  - Minutes Secretary
- Treasurer.
- Assistant Treasurer.
- Coach Education Co-ordinator (over-seeing a sub-committee with a rep from each state involved.)
- Publications Co-ordinator (over-seeing a sub-committee with a rep from each state involved.)
- Web-site Co-ordinator (over-seeing a sub-committee with a rep from each state involved.)  
(The roles of Coach Education Co-ordinator; Publications Co-ordinator and Web-site Co-ordinator and their sub-committees would see an inter-play between each group, so each co-ordinator could become part of the other 2 sub-committees.)
- General Committee Members.

## **GENERAL BUSINESS:**

- 1) That the revised version of the ATFCA code of conduct be accepted as the new code for VACA (or alternative name)

**(Moved: John Crane. Seconded: Harry Summers.)**

Other.

## **MEETING CLOSED:**

**ATFCA Vic AGM. 2016 2017. (To be conducted after the GM for the new association.)**

**Attendance:**

**Apologies:**

**Minutes.**

**Reports.**

**Election of Office Bearers.**

President.

Vice President.

Secretary.

Treasurer.

(This group will also operate VACA unless the meeting chooses to elect a separate executive.)

(If ATFCA continues after the national AGM, this Executive will co-opt other members to the ATFCA Vic committee as required.)

Delegates to ATFCA AGM.

**General Business:**

- 1) That the membership endorses the formation of VACA using model rules, as presented by Heather Lamb. The main purpose of this association will be to manage the Victorian Coaches Travel Fund.
- 2) That the membership accepts the documentation for the incorporation of VACA as prepared by Heather Lamb.
- 3) That current members of ATFCA or Victorian members of the new association will also be members of VACA at no fee and shall be able to access the Travel Fund as per the existing ATFCA Vic guide-lines.
- 4) That Victorian members allow the ATFCA Vic/VACA Committee to use Travel Fund money to purchase merchandise from the national office to help service the ATFCA national debt.
- 5) That Vic Delegates to the ATFCA National AGM vote for ATFCA to continue and that ATFCA be encouraged to adopt an expansion of the structures put in place by the new Victorian, South Australian and Tasmanian association.
- 6) If ATFCA folds, that VACA continues and that the new association be fully implemented as per the 2016 2017 AGM of the new association.

**MEETING CLOSED:**