

BALLINA TOUCH ASSOCIATION INC.



ABN 85 397 162 442

PO BOX 505
BALLINA NSW 2478

Email: admin@ballinatouch.com.au

MINUTES – BALLINA TOUCH ASSOCIATION MONTHLY MEETING

DATE – 19 August 2025

MEETING OPENED – 6.30pm (Chaired by Scott Turner)

ATTENDANCE:

Name	Present	Apology	Absent
Executive			
Scott Turner	X		
Secretary - vacant			
Paul Bradford	X		
Mike Kelly		X	
Norm Headford	X		
Directors and Appointed Positions			
Ben Robinson	X		
Jamie Black	X		
Ben Baum			X
Mark Cribb	X		
Ben Franklin	X		
Karen Wilson		X	
Sports Club			
Tony Webb	X		
Blake Donovan	X		
General Committee Members			
Ken Jones	X		
Lincoln Raudonikis	X		

APOLOGIES – Karen Wilson, Mike Kelly

Moved – Tony Webb, 2nd – Ben Franklin -That the apologies be accepted – Carried.

MINUTES FROM PREVIOUS MEETING –

Minutes of the meeting from 15 July 2025 were moved to be adopted.

Moved- Paul Bradford 2nd – Mark Cribb - Carried.

DECLARATIONS OF INTEREST

- Lincoln Raudonikis declared an interest in the item in the Competition Director's report regarding the appointment of a person to fill a paid role as assistant to the Competition Director regarding

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referee allocations etc. His daughter Mackenzie has expressed interest in the role. Lincoln left the room for discussion of this matter and decision of the committee.

- Ben Robinson declared interest in that part of his report where he has offered to undertake Competition Manager role for payment of an honorarium on the same basis as last season. Ben left the room for discussion of this part of his report and decision of the committee.

CORRESPONDENCE IN –

- E-mail from Northern Eagles regarding players participating in SQBD Sharks representative Teams.
- Emails from NSW Touch regarding All Schools event on 19 August.
- NSW Touch Newsletter
- Various e-mails from coaches and interested parties regarding junior rep sides playing in senior competition.
- Invitation from Tamara Smith's Office to participate in round table discussion on 20 August 2025 about future needs at Saunders Oval and Fripp Oval.
- Correspondence from Murphy family regarding outcome of junior rep coach appointments.
- Various requests regarding referee course for coming season.
- Advice from Dickfos Dunn accountants of inability to complete audit as requested due to workloads and staff resignations.
- NSW Touch advising nominations for annual awards now open.

CORRESPONDENCE OUT

- E-mail to Northern Eagles requesting information about how referee nominations etc. for annual NSW Referees Awards are handled. Follow up also sent as no response has been received.
- Various e-mails to NSW Touch and Ballina Sports Club regarding process in general and planned event for 19 August.
- Acceptance of invitation from Tamara Smith for round table discussion on 20 August. Scott Turner attending.
- Response to Murphy family regarding junior coaching appointments. Scott has also met with them.
- Various responses regarding junior representative sides playing in senior competition.
- Responses to requests regarding upcoming referee course.
- Invitation to Karen Wilson to attend NSW Touch Wonder Women in Touch event.

Moved – Paul Bradford, 2nd Mark Cribb - That Inwards and Outwards correspondence be accepted.
Carried.

BUSINESS ARISING FROM PREVIOUS MINUTES

Nil – all covered in reports below.

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REPORTS

PRESIDENT – Scott Turner:

Last Month.

1. Arranged with Catchy Pages to Set up a Documents section on the website. Progressively going back through meeting minutes, constitution etc. to put 2 years worth of committee meeting minutes on the website. All policies and procedures as adopted by the committee will also go on here including conditions of entry for our senior and junior competitions.
2. Involvement with NSW Touch regarding process and scheduling of their planned events e.g. All Schools.
3. Working with Representative Director and Head Coach on upcoming representative season.
4. Follow up Audit. Auditor has withdrawn due to staff resignations. Now pursuing an alternative Auditor.
5. Working with Engagement Director and Team on upcoming season with sponsorship, player levy, uniforms etc.
6. Engagement with NSW Northern Eagles on process of nominations and awards for NSW Touch Referee Awards - no response as yet.
7. Ben R has set up a process in Mysideline for volunteers to register and be covered by insurance etc. Will not cost them anything.

Next Month.

1. Find an alternate Auditor to do the work.
2. Continue upload of documents to website.
3. Identify people and get them registered into volunteer registration process with Competitions Director.
4. Progress sale of trailer once we get the new one up and running and transfer all the gear into it.
5. Northern Eagles AGM to be attended.

Recommendation:

1. That the report be received and noted.

VICE PRESIDENT SENIOR- Paul Bradford (JP):

- Winter comp very wet - lots of cancellations.
- Management of decisions about ground closures needs to be discussed and agreed internally and with Soccer. Discussed further in general business.

Recommendation:

1. That the report be received and noted.

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VICE PRESIDENT JUNIOR - Michael Kelly:

Last Month

- Junior EOIs are good with enough for teams in all divisions with some to be filled following the commencement of the season. 18 Boys will need a push once the footy season is finished as they currently have 7, 10 girls have 7, 12 girls have 9 and 12 boys 11. 10 boys have 17, 14 girls have 23, 14 boys have 21, 16 girls have 16, 16 boys have 14 with the 18 girls at 14. Independent head selectors will be appointed to divisions where excess trial numbers require finalisation.
- As yet no coaches for the 12 boys or 10 girls.
- New junior rep coaches gear kits purchased through Intersport via Mark with 3 balls, cones and gear bag.
- EOIs for 20s and open womens close September 12th. Currently very low numbers but the 20s will improve following junior musters and football season finals. Ben R has an EOI out currently for Mens Open. Mens 40, 50 and 60 will be done via coaches and muster.
- Senior State Cup accommodation locked in, just awaiting their new bank details to send deposit. No extra rooms available at this time.

Next Month

- Trials for all teams and selections to be finalised.

Recommendations

- 1) That the report be received and noted.

TREASURER- Norm Headford:

Financial reports sent to committee members prior to meeting & tabled at meeting.

Profit and Loss Statement attached. Bank Balances – Total \$400,103.10

Norm also presented a report on EFTPOS transactions via the square terminal and for competition registration payments via Mysideline. There is a 1.6% surcharge on these. These should either be added to the transaction cost or payments increased to reflect that there is a surcharge payable. Agreed in principle.

There is no ability to add a surcharge via Mysideline – it needs to be factored into the registration fee. Should be no issue for the coming season as we have held registration fees at \$100 but there is now no affiliation fee payable to NSW Touch due to their individual membership fee.

Recommendation – That the report be received and noted and merchandise and bar prices be amended for the coming season to reflect the 1.6% surcharge payable for transactions via the square terminal.

COMPETITIONS DIRECTOR – Ben Robinson:

- Start date for the senior summer comp - 1 October as a Muster Round. Competition commences 8 October
- Discussion about fees for the season given the NSW Touch individual membership model. Agreed that fees are to stay the same. Additional communication to be provided to all members explaining the fee structure.
- Start date for juniors to be 10 October – first Friday of term 4.

Recommendations:

1. Report be received and noted.
2. Start dates for the respective senior and junior summer competitions be 1 October and 10 October.

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TECHNICAL DIRECTOR – Jamie Black:

- Date for coach the coach clinic with Tony Trad and Paul Sfeir will be 21,22,23 November. Recommended that we ask them to stay at the Motel owned by Cherry Street Sports to support our sponsor.
- Referee payments system proposal being prepared with Ben Baum.
- Ref course to be organised.

Recommendation:

1. Report be received and noted.

REPRESENTATIVE DIRECTOR – Mike Kelly:

See Junior Vice-President's Report

ENGAGEMENT DIRECTOR: Mark Cribb:

Last Month

- Making excellent progress with donation of prizes for the player raffle. Prizes to date - Ballina Marine \$100 voucher, Pet Stock \$200, Wallace & Co \$100, Johns Bikes & Mowers \$349, Barlows \$200 voucher, Beefys \$31.95, Bunnings Ballina \$70 voucher, Ramada \$355 voucher, Ballina Fair \$100 voucher, Climbing Jungle \$125 voucher, Body Ballina Beyond \$20 voucher, Headroom Hair – Basket, Virtual Golf \$1120 voucher, Cherry St Sports \$200 voucher, Harvey Norman - Electrical Pack, North Coast Medispa \$199 voucher, Old Quarter \$62 1kg Coffee Beans, Ballina Jockey Club \$198 - 2 x season pass, Cherry St Butchers \$100 vouchers, Book Warehouse \$30 voucher, Terry White Chemist \$170 basket, Dolphin Office Choice \$20 pack, Ballina Golf Club \$316 vouchers, Tradelink, Woolworths.

Approx Total to date \$4500

- All Abilities Invitational Game - Date to be confirmed

Proposed Team - Scott Turner, Damo, Catchy Pages x 1, McDonalds x 1, Sharon Cadwallader, Tamara Smith, Ben Franklin, Ballina Shire Council x 2, Brad Heard - Chicken Mania, Cherry St Sports x 2, Valli - Rob Berry, Rob Ward, CNW x 1, Baskin Robbins x 1, Coffee Kitchen x 1, Taj Thompson - Club Captain, Ava Crethar - Club Captain

Referees - Max Cribb, Zali Raudonikis, Tayla Franklin

Rotary to run a BBQ on night

- INTERSPORT

Myself and Lincoln had a meeting with Intersport and place order for training gear

20% off voucher will be given to all Junior Rep players & donating prize for raffle

Setup an account, receive club prices on all purchases.

Offered the opportunity to setup a display/shop @ Ballina Junior Challenge

- Ballina Toyota

Arranging sponsorship proposal for Ballina Toyota, just been bought out by South Australian car dealer.

- Sponsorship

Looking for major sponsor for front of training shirt

Looking for platinum sponsor for front of playing singlet

- INFERNO

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Myself, Linc & Ben had meeting with Garry Sonda, discussed next contract and setup of Online Store (ready to go) - Ben F to discuss

In determining player levies for this year the full costs of what financial support the club is providing has been worked out – its substantial with every junior player being subsidised approx.. \$150 per player to attend tournaments. This is in addition to the discounts they get from sponsorship on uniform purchases.

Seniors is about \$50.

Neuro diversity course – SCU. Looking to get on board with All abilities. Sponsorship of All Abilities.

Next Month

- Update on raffles
- Update on sponsorship
- Update on Invitational game

Recommendation – that the report be received and noted.

JUDICIARY CHAIR – Paul Bradford: Nil

CANTEEN OPERATIONS – Nil.

BALLINA SPORTS CLUB REPORT – Tony Webb/Blake Donovan:

No meeting since last Touch meeting.

There is a proposed 6 a side summer soccer competition on a Monday night. Fields have already been booked with Council. Field size is same as our junior field. Lights to be used and they will be set up with a code

There is an issue with decisions about ground closures where the events are booked directly with Council but not part of soccer or Touch. Council saying that Sports Club, or Soccer or Touch need to make decisions and deal with anyone that wants to use the grounds. Needs clarification.

Questions asked about financial statements for Sports Club. Webby and Blake to follow up and provide a copy of latest statements.

Recommendation:

1. Report be received and noted.

LIQUOR LICENSEE – Tony Webb: Bar/BBQ takings from Winter comp so far - \$703 banked last week.

PUBLIC OFFICER: Tony Webb: Nil

GRANT APPLICATION OFFICER- Norm Headford: Nil

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Moved – Mark Cribb, 2nd Ben F that all reports be accepted and recommendations adopted. Carried.

GENERAL BUSINESS

- Scott Turner outlined an informal approach made to Blake and himself regarding a potential mixed team from Murwillumbah wanting to play at NSW State Cup. Scott has been in contact with Murwillumbah Touch representative and advised that we would be prepared to consider this but players involved would need to play in the Ballina Comp to qualify. Invited a representative to make contact with us to discuss further. No contact as yet. Scott will advise committee if any contact is received.
- Ben Franklin presented 2 merchandise proposals. Portable chairs with cooler bag underneath and Bull Sharks logo. Recommend purchase 25 as a trial and see how they go. Cost will be \$33 each to purchase and sell for \$40. Umbrellas. Design circulated. Minimum buy 100. Cost \$35 - sell \$40. Both proposals were approved – Moved Paul Bradford, seconded Mark Cribb. Carried.
- Mark Cribb advised of work done to calculate player levies and the identification of the amount of subsidy the club is providing to all rep players to participate at rep events. Seniors is approx.. \$50 - \$60 per player. Juniors is approx. \$150 - \$160 per player. These amounts are over and above any subsidy provided by sponsors which all goes towards player uniforms. The primary contributor is the financial support provided to referees and coaches for general costs and referee accommodation at each event. Still reviewing amounts of levy which will be advised in due course. For info only.
- Ground conditions – rain events. Process needs to be agreed with soccer. Insurance issues raised if we decide to play and someone gets injured. JP to work with Webby and Sports Club/Soccer and present process to next meeting.
- Ben Robinson Raised the Canteen for summer. Moved that Kelly Bond/Bondies be thanked for their excellent job last year and invited to run the canteen again for the summer junior competition on Friday nights. JP and Ben R to follow up with Kelly. Moved Ben Robinson, seconded Tony Webb. Carried.
- Lincoln Raudonikis raised sponsorship. We have more sponsors wanting to come on board but are struggling to find anywhere for them to put signage etc. Considering a fence along the concrete drain next to field 1 where we could put more signs. General view that Council is very unlikely to agree to this. Suggest that in looking at these options, also look at fencing around the car park. More formal proposal with costs to be presented at a future meeting.
- Scott Turner raised amendment to rep policy. A further addition is required to cover the situation that occurred last year where a selected player in the U10 boys made themselves unavailable for JSC at Dubbo, but wanted to stay in the team for NEJC at Coffs. Was only resolved because Northern Eagles agreed to allow an extra player for the team at NEJC, Policy to be amended to require players to commit to main event e.g. JSC, and if not committed, are only eligible to attend warm up events or NEJC if the team is not full.
- Ken – Raised field markings for summer. Council doing first markings. To be included in e-mail to be sent to Council on a number of matters?
- Matter of ground availability for summer requires answer from Council. When will they be available? Scott will include in an e-mail about a number of issues to be sent to Council.

MEETING CLOSED - 8.14pm

NEXT MEETING – Tuesday 16 September 2025 – 6.30pm @ Clubhouse

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ITEMS TO BE ACTIONED:

*****Please advise secretary when completed***

<u>Item</u>	<u>Person to Action</u>	<u>Timeframe</u>	<u>Due Date</u>	<u>Ongoing or Completed</u>
Framed uniform sponsor gift	Linc	3 months	June	
Policy/Procedure re – Undesired Guests on grounds	Committee	Before next season	Sept 2024	
Merchandise Proposal	Ben F/Cribby		Ongoing	Chairs and umbrellas presented to meeting of 19 August. Ongoing as required.
Ken and JP life membership fb post	Ben F	Over coming month		
Sale of Old Trailer	Scott/ Ben F	Over next month	September	
Write to Northern Eagles and NSW Touch	Scott	4 weeks	Next Meeting	Completed – no response received as yet.
Submission to Council on various matters before summer season starts	Scott	2 weeks		Complete – including follow up. Reply received 22 September.
Facebook post explaining fee structure for the coming season – including NSW Touch Individual membership fee.	Scott/Ben	In next month	ASAP	Completed.

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Attachment – Treasurer's Report

Profit and loss report

Cash mode - 01 Apr 2025 - 31 Jul 2025

Total Income

246-1 Interest - Term Deposit	9,810.04
255 Registration Fees	9,088.19
279 Other Income	44.28
92 Canteen Outsourced	2,000.00
94 Bar Sales	7.15
Total Income	20,949.66

Cost Of Sales

113 Bar Purchases	448.78
Total Cost Of Sales	448.78

Gross Profit **20,500.88**

Expenses

285 Affiliation & Insurance	4,145.45
306 Cleaning	818.18
307 Clubhouse Expenses	77.51
330 Electricity & Gas	2,157.29
333 Equipment	1,130.09
347 General competition expenses	1,401.77
413 Prizes, Trophies & Banners	5,340.91
423 Referees Fees - Senior	540.00
426 Linemarking and Field Expenses	184.55
450 Sponsorship Expenses	500.00
462 Software Subscriptions	705.18
470 Telephone & Internet	470.08
473 Junior State Cup Expenses	150.00
490 Web Hosting	364.00

6-1540 Insurance Expenses

6-1550 Insurance	1,220.00
Total Insurance Expenses	1,220.00

Total Expenses **19,205.01**

Operating Profit **1,295.87**

Other Income **0.00**

Other Expenses **0.00**

Net Profit **1,295.87**