

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 – 16 June 2026

MEETING OPENED – 7.04 (Chaired by Scott Turner)

ATTENDANCE: –

Name	Present	Apology	Absent
Executive			
Scott Turner	X		
Secretary - vacant			
Norm Headford	X		
Paul Bradford	X		
Mike Kelly	X		
Directors & Committee			
Ben Robinson	X		
Jamie Black	X		
Ben Baum		X	
Mark Cribb	X		
Ben Franklin	X		
Lincoln Raudonikis	X		
Karen Wilson		X	
Tony Webb	X		
Blake Donovan	X		
Kerri Vagg		X	
Eddy Boston	X		
Michael Broadbent	X		
Other Members			
Al Kirchen	X		

APOLOGIES – Karen Wilson, Kerri Vagg, Ben Baum

Moved - Ben Franklin, 2nd – Lincoln Raudonikis -That the apologies be accepted – Carried

MINUTES FROM PREVIOUS MEETING –

Moved – Jamie Black, 2nd – Ben Franklin – That the minutes from the meeting of 19 May 2026 be accepted – Carried

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DECLARATIONS OF INTEREST

Declarations of Interest were made as follows:

Lincoln Raudonikis – Daughter Mackenzi is an applicant for the role of Referee Allocations Coordinator which is to be paid an honorarium.

Ben Robinson – Is an applicant for the Competition Administrator role which is to be paid an honorarium.

Al Kirchen – Is an applicant for the Representative Coordinator role which is to be paid an honorarium.

CORRESPONDENCE IN –

- Ballina Council – ground closures due to wet weather, minutes of meeting 2 May – distributed separately to committee, request for Ballina 6's to move to Wednesday nights in Winter, Response regarding line marking and use of herbicide.
- NSW Touch – postponement of school events, call for nominations for Affiliate Advisory Group, newsletters etc.
- TFA - usual newsletters etc.

CORRESPONDENCE OUT –

- Response to Council regarding Ballina 6's.
- Submission to Ballina Council Operational Plan & Budget to include funding for replacement of lighting S1, S2 and S3 given issues with lighting levels on S3.
- Nomination for Scott to be part of Affiliate Advisory Group.

Moved – Lincoln Raudonikis, 2nd - Blake Donovan - That Inwards and Outwards correspondence be accepted – Carried.

REPORTS

PRESIDENT – Scott Turner:

Last month:

- Finalising Audit and AGM Nominations and processes.
- Liaison with Council regarding line marking of fields.
- End of season participant survey – analysing results. To be discussed with relevant Directors as part of planning for next season.

Next Month

- Start planning for 2026-27
- Review results of rep player and junior comp surveys as input to planning.
- Expecting NSW Touch activity to increase with new CEO.

Recommendation: That the report be received and noted.

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VICE PRESIDENT SENIOR - Paul Bradford (JP):

Winter Competition has not commenced due to rain. Need to consider options for whether competition goes ahead or alternatives if it doesn't.

Recommendation: That the report be received and noted.

VICE PRESIDENT JUNIOR - Michael Kelly:

Nil to report.

TREASURER & GRANT APPLICATION OFFICER - Norm Headford:

Financial Reports incorporating transactions within the Main, Canteen and Bar Bank Accounts and the Auspost Pre-paid Debit Card:

The following Financial Reports were attached to Norm's report to the committee for information and adoption. Note that only the Profit and loss statement is attached to these minutes:

Profit and Loss Report from 1 April 2026 to 31 May 2026:

- 2026-27 - Net Operating Profit (NOP) of \$1, 314.57
- Transactions related to the 2025-26 Financial Year that are included in the current financial year's figures are listed below:
- The contribution of \$5,000 from the Canteen operators for 2025-26 was received on 7 April 2026.
- Payment of \$6,350 to Cherry Street Sports Club for Seniors 2026 Presentation night was also made on 7 April 2026
- Payment of \$1,589.50 to the Ballina Sports Club for electricity usage for the period 2 February 2026 to 31 March 2026 was paid on 20 May 2026.
- An invoice (\$4,460.55) from the Ballina Sports Club for electricity usage for the period 2 November 2025 to 1 February 2026 has not been paid pending completion of a review by the Ballina Sports Club.

NAB Bank Balances as at 13 June 2026 (Screen Shot)

- The attached Screen Shot show the Club has an overall credit balance of \$426,420.02 with \$377,275.24 of it on TD. This includes an amount of \$50K that was placed on Term Deposit
- on 8 April for 90 days at 4.6%. Interest payable \$567.13.

TDs 1428 and 7127 - The current instructions for both TDs are for the Principal and Interest to be reinvested upon maturity on 3 April 2027.

TD 5648 - The current instructions are for the Principal to be reinvested and the Interest to be paid into the Club's Main bank account upon maturity on 6 February 2027.

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TD 6453 - The amount of \$50K was placed on Term Deposit on 8 April for 90 days at 4.6%. Interest payable \$567.13. Current instructions are that both P and I be paid into the Club's Main bank account upon maturity on 8 July 2026.

Grants

An Expression of Interest in the Richmond 2025-26 Volunteer Grants Program was lodged with Justine Elliot's office on 28 March 2026. The EOI sought funding of \$5,000 to engage suitably qualified referee coaches to support our Junior Referees in their ongoing development.

EOI's closed on 3 April. Organisations nominated by their MP were to be invited by the Department of Social Services to complete a formal application in May 2026. The Club didn't receive an invitation.

Recommendation:

THAT the Treasurer's Financial and Grants reports for April - May 2026 be noted and adopted.

COMPETITIONS DIRECTOR – Ben Robinson:

- Rain continues and competition has not yet commenced. Even if/when rain stops, they need to dry out enough to be mowed by Council and then line marked before we could play.
- We have 99 people registered for the competition with about the same number still to come to have teams with the required number of players. Many waiting to see what happens before paying their money.
- Recommend waiting another 2 weeks and make a decision then about cancelling. If Winter comp is cancelled, look at options for an early start to the summer comp and anyone already registered for winter can carry a credit towards summer registration.

Recommendation: That the report be received and noted.

TECHNICAL DIRECTOR – Jamie Black:

Last month

- Coach's program in progress.
- Coach nominations process.

Next month

- Preliminary work for coming rep season.
- New system for learning/accreditation etc. being implemented by TFA. Need to see what happens and how our coaches, referees etc. can transition.
- Interviews to be conducted with potential Coaches before appointments.
- Suggest policy for financial support to representative players & referees. Jamie and Mike to prepare draft for next meeting.

Recommendation: That the report be received and noted.

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Referees – Ben Baum

No report - Apology.

REPRESENTATIVE DIRECTOR – Mike Kelly:

- Coach nominations to be called. Mike and Jamie will work on process to call EOI's and recommend appointments.
- Discussion on make up of U20's divisions – boys and girls for SSC. Need to ensure suitable opportunities for U16's and U18's divisions are provided as warm up for JSC. Consider doing the same as last year with the girls – 2 x U20's womens teams made up primarily of the U16 and U18 teams. Need to discuss further with coaches once appointments made and consider what the players want to do.

Recommendation: That the report be received and noted.

ENGAGEMENT DIRECTOR: Mark Cribb:

- Sponsorship positions all filled for next 3 year term - will have itemised list available for next meeting and a total \$\$\$ figure. (approx.. \$70,000 over 3 years).
- Working out rep levies for upcoming rep season
- Ben F in discussions with INFERNO regarding uniform designs and online store.
- Continuing with Cherry St raffles and Friday night 100 club this junior rep season but at this stage no major Xmas raffle for junior rep players.
- CROC Jibbitz - Ben F provided details of proposed purchase for all players in the junior competition. Two Jibbitz on a card – one Touch Football and the other the Bull Sharks logo. Minimum purchase is 1500 units. Will sell the extras in the canteen. Cost is \$4,576.
- Were planning to give out Chicken Mania and Baskin Robins vouchers at start of season in bulk - after discussions with those businesses we will give out weekly as we do currently
- Need to start promoting Friday night competitions ASAP - discuss more in general business

Recommendation – That:

- the report be received and noted.
- The committee approve the expenditure of \$4,576 to purchase Jibbitz as outlined in the report.

Karen Wilson – All Abilities Officer:

No report -apology. It was noted that the QLD State Cup has been moved to the Sunshine Coast and club will need to consider what support can be provided for the team to attend.

JUDICIARY CHAIR – Paul Bradford: Nil to report.

CANTEEN OPERATIONS – Nil report – no comp yet.

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BALLINA SPORTS CLUB REPORT – Tony Webb & Blake Donovan:

- Electricity Bills. Blake been working with Scott. Large outstanding Bill has been reversed. Recalculated and re-issued. Has been roughly halved. Better methodology moving forward. Ballina 6's being billed separately by Council and reimburse to Sports Club.
- Cleaner cupboard has been moved to women's bathroom downstairs.
- One soccer representative has resigned from Sports Club and will be replaced.

Recommendation: That the report be received and noted.

LIQUOR LICENSEE – Tony Webb: Nil to report.

PUBLIC OFFICER: Tony Webb: Registration etc. Has been lodged and fees paid.

Moved – Blake Donovan, 2nd Mark Cribb that all reports be accepted and recommendations and actions therein be adopted. Carried.

APPOINTMENTS TO 3 POSITIONS FOR 2026/27

The committee discussed the appointment of people to the roles of Competition Administrator, Referee Allocations Coordinator and Representative Coordinator for the coming year.

It was agreed that only the position of representative Coordinator be filled at this point.

Al Kirchen, being considered for the role, left the room for discussion about this appointment.

Al Kirchen was nominated for the position by Mike Kelly and seconded by Tony Webb.

Moved Jamie Black, 2nd Mark Cribb that Al Kirchen be appointed as Representative Coordinator for the 2026-27 rep season. Carried.

It was noted that an honorarium is paid for this role and funded through a levy of \$10 per player which is paid in the rep player levies.

GENERAL BUSINESS

- Clae Webb – FB Post for memorial day at Ballina Rugby League. To be shared.
- JP raised WWC checks for team contacts. Changes coming for park touch team contacts.
- Junior comp Cribby. U5's Mini Bull Sharks comp. Separate comp or possibly skills and drills depending on intertest. Mike to lead team to look at options and set it up. Also to examine Youth Division.
- Norm – Suggests some publicity to Shelley Beach Sunday morning park run etc. To be actioned in regard to publicity for summer comp.

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- Norm – please include Norm in communication and planning for financial matters e.g. rep player levies.
- Scott presented idea on possible mental health awareness training for coaches. Agreed that it's a good idea in principle and more detailed proposal to be presented at next meeting.

Meeting Closed - 7.59pm

NEXT MEETING – Tuesday 21 July 2026 – 6.30pm @ Clubhouse

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	Supplier been away
Policy/Procedure re – Undesired Guests on grounds	Committee	Before next season	Sept 2024	
Blake's idea for tournament. More detailed proposal needed.	Blake & Competition Director	By mid year	30 June 2026	
Insurance cover for building. Check our insurance cover and whether it covers cost of the building. Also need to check what insurance the Sports Club has.	Blake, Webby, Scott	Next meeting	17 March 2026	
Life members Fb post & award	Ben F	Over coming month	October 2026 – present awards at start of comp	
Post advising of the new committee	Ben F	Over coming month	July 2026	
Policy for financial support to representative players & referees.	Jamie Black, Mike Kelly	Before start of rep season	July Meeting	

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Profit and loss report

Cash mode

01 Apr 2026 - 31 May 2026

	Total
Income	
246-1 Interest - Term Deposit	8,741.36
255 Registration Fees	5,001.50
92 Canteen Outsourced	5,000.00
Total Income	18,742.86
Cost Of Sales	
113 Bar Purchases	180.86
Total Cost Of Sales	180.86
Gross Profit	18,562.00
Expenses	
330 Electricity & Gas	1,589.50
412 Printing & Stationery	33.63
413 Prizes, Trophies & Banners	6,350.00
424 Referees Fees - Junior	10.00
426 Linemarking and Field Expenses	322.00
450-4 Sponsor Signage annual rental space BSC	6,850.00
462 Software Subscriptions	586.56
470 Telephone & Internet	212.73
6-1540 Insurance Expenses	
6-1550 Insurance	1,130.19
Total Insurance Expenses	1,130.19
6-1620 Legal Fees	161.00
6-1640 Merchant Fees	1.82
Total Expenses	17,247.43
Operating Profit	1,314.57
Other Income	0.00
Other Expenses	0.00
Net Profit	1,314.57