

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 – 17 March 2026

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, Paul Bradford, Tony Webb, Ken Jones

Moved – Blake Donovan, 2nd – Lincoln Raudonikis - That the apologies be accepted – Carried.

MINUTES FROM PREVIOUS MEETING –

Minutes of the meeting from 24 February 2026 were moved to be adopted subject to the bank account and term deposit numbers being redacted from the public version of the minutes for security reasons.

Moved – Norm Headford, 2nd – Ben Franklin - Carried.

DECLARATIONS OF INTEREST

Nil.

BALLINA TOUCH ASSOCIATION INC.



ABN 85 397 162 442

PO BOX 505
BALLINA NSW 2478

Email: admin@ballinatouch.com.au

CORRESPONDENCE IN –

- NSW Touch various correspondence including newsletter, appointment of new CEO, Junior State Cup Survey, Locations for JSC, SSC and Country Championships next year.
- Corro from Council setting meeting for commencement of Clubhouse upgrade design.
- Corro from Council requesting feedback on Soccer 6's before extending approval.
- Sports Club with financial statements and outcome of AGM.
- E-mail from a parent with complaint about U10's match Friday 6 March.
- WCA Accountants – Audit proposal

CORRESPONDENCE OUT

- Acceptance to Council of meeting invite.
- Acceptance of Audit proposal.
- Advice to Council no objection to extension of soccer 6's.
- Invitation to Junior Rep Team Managers to distribute player/parent survey.
- Corro to Ballina High School Library/Archives regarding Amanda Roberts career.
- Corro with Christian Schools Touch tournament organiser regarding available support for tournament.
- Request to Sports Club for financial statements.
- Reply to parents about suggestions for referee support for JSC.

Moved – **Mark Cribb**, 2nd Norm Headford - That Inwards and Outwards correspondence be accepted.
Carried.

BUSINESS ARISING FROM PREVIOUS MINUTES

Nil – all covered in reports below.

REPORTS

PRESIDENT – Scott Turner:

Last Month.

1. Prepared survey for JSC participants and distributed.
2. Organising Audit with Norm
3. Working with Al Kirchen to secure accommodation for the club at potential venues for senior state cup and junior state cup once announcement made.
4. Engagement with NSW Touch Directors through affiliate chat group on process to announce venues and dates for State Cup and Junior State Cup.

Next Month

1. Continue to engage with Council as required on general relationship with the club and proposed renovations of clubhouse.

BALLINA TOUCH ASSOCIATION INC.



ABN 85 397 162 442

PO BOX 505
BALLINA NSW 2478

Email: admin@ballinatouch.com.au

2. Continue working with Al Kirchen on accommodation.
3. Post event survey of coaches and parents to get feedback for planning for next season.
4. Continue liaison with NSW Touch regarding announcement of dates and venues for State Cup and JSC.
5. Post season survey for junior competition.
6. Work with Norm on Auditor.

Recommendation.

That the report be received and noted.

VICE PRESIDENT SENIOR- Paul Bradford (JP):

No report - Apology

VICE PRESIDENT JUNIOR - Michael Kelly:

- Representative season finished with continued improvement in results for our Ballina teams
- Representative presentation well attended by all teams
- Juniors' competition coming to conclusion. Special mention to Ben R and Mackenzie for the smooth running of competition

Recommendation.

That the report be received and noted.

TREASURER- Norm Headford:

Written report provided as follows.

Financial Reports incorporating the Main, Canteen and Bar Bank Accounts:

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 Account from 1 April to 28 February 2026 - 2025-26 - Net Operating Profit (NOP) of \$44,696.22
- With only one month left in the financial year, the Club should attain a reasonable positive result for the year.
- NAB Bank Balances as at 14 March 2026 (Screen Shot)
- The attached Screen Shot show the Club has an overall credit balance of \$429,704.44 with \$318,533.88 of it on TD.
- Auspost Prepaid Debit Card – 22 January 2026 to 21 February 2026 Transactions

Recommendation:

THAT the Treasurer's Financial reports for February 2026 be noted and adopted.

BALLINA TOUCH ASSOCIATION INC.



ABN 85 397 162 442

PO BOX 505
BALLINA NSW 2478

Email: admin@ballinatouch.com.au

COMPETITIONS DIRECTOR – Ben Robinson:

- GF's tomorrow night for seniors.
- Discussion about presentations – to be conducted immediately after each timeslot..
- Juniors this Friday – U7 & U9 last game. Everyone else GF's the following week 27th March. Back up the following Wednesday.

Recommendation: That the report be received and noted.

TECHNICAL DIRECTOR – Jamie Black:

No report – Apology

Referees – Ben Baum

- Referee awards to be presented at respective GF's.
- 3 referees going to Junior Regionals – Bane Baum, Caleb Berry, Lila Elliot. Caleb and Lilah to be assessed for TRYS program. TRYS selections announced after that.

Recommendation: That the report be received and noted.

REPRESENTATIVE DIRECTOR – Mike Kelly:

See Junior Vice-President's report

ENGAGEMENT DIRECTOR: Mark Cribb:

Last Month

- Myself & Ben F have a meeting with Cherry St Sports on Thursday to discuss next sponsorship contract. Once that's finalised and we have agreed on a \$\$\$ amount the Engagement Committee will be having meetings with all current and new potential businesses to lock down our next contract period.
- Currently doing a stocktake for Norm.
- Thankyou message was sent to all players/families through managers group chats.
- Hopefully we can get a few more hands to assist next representative season - unfortunately if we can't we probably won't proceed with major Xmas raffle.

Next Month

- Update on sponsorship

All Abilites - Blake Donovan

- Successful come and try day held. 3 Additional players confirmed for the rep team/program. Potentially more to come as some that attended have other friends that would be interested.

BALLINA TOUCH ASSOCIATION INC.



ABN 85 397 162 442

PO BOX 505
BALLINA NSW 2478

Email: admin@ballinatouch.com.au

- Thank you to Ken & Jan Jones and Norm for helping out on the day.

Recommendation – that the report be received and noted

JUDICIARY CHAIR – Paul Bradford: Apology

CANTEEN OPERATIONS – Going OK. Payment/donation to the club to be received at end of season.

BALLINA SPORTS CLUB REPORT – Tony Webb/Blake Donovan:

- AGM 10 March. Minutes and financial statements received. To be circulated separately to committee.
- Invite to meeting with Council.

Recommendation:

1. That the report be received and noted.

LIQUOR LICENSEE – Tony Webb: Apology. No report.

PUBLIC OFFICER: Tony Webb: Apology. No report.

GRANT APPLICATION OFFICER- Norm Headford: Nil to report.

ADOPTION OF ALL COMMITTEE MEMBER REPORTS AND RECOMMENDATIONS

Moved – Ben Franklin, 2nd Mark Cribb - That all reports be accepted and recommendations adopted.
Carried.

GENERAL BUSINESS

- Start date for winter comp. Suggested 6 May. Robbo and Webby to liaise and confirm.
- Discussion about building for next year – how do we make it more appealing? Ideas for making things more interesting – Shoot Out, sprint races, double headers, banners in pre-season, advertising, come and try day, U5's
- Consider discounts for multiple kids from same family – Add to Actions list.
- Principle for clubhouse renovation meeting with Council. To be the same as previously advised to Council plus want the current clubhouse retained and renovated. Committee not in favour of demolition and an entirely new building.

MEETING CLOSED – 7.21 pm

NEXT MEETING – 21 April 2026 – 6.30pm @ Clubhouse.

BALLINA TOUCH ASSOCIATION INC.



ABN 85 397 162 442

PO BOX 505
BALLINA NSW 2478

Email: admin@ballinatouch.com.au

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	
Ken and JP life membership fb post	Ben F	Over coming month		
Sale of Old Trailer	Scott/ Ben F	Over next month	September	Complete
Survey of participants and general public regarding our competition.	Scott/publicity	At end of season	By June 2026	
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	
Review qualification and process for Poppa Bruce Fund support	Rep Director	Before 2026-27 junior rep season	31 October 2026	
Proposal for awards for senior and junior referee of the year.	Ben Baum	ASAP		Complete
Survey of players and parents on JSC processes etc.	Scott & Technical Director & Rep Director & Engagement team	1 month	31 March 2026	Complete
Consider financial support for families with multiple children	President, Junior Vice-President,	3 months	July 2026	In progress

BALLINA TOUCH ASSOCIATION INC.



ABN 85 397 162 442

PO BOX 505
BALLINA NSW 2478

Email: admin@ballinatouch.com.au

playing in junior competition via discounts for second and subsequent children.	Treasurer and Competition Director			
Consider measures to increase interest and participation in our competitions.	President, Senior and Junior Vice Presidents, Competition Director, Engagement Director.	3 months	July 2026	In progress

Attachment – Treasurer’s Report

Profit and loss report

Cash mode - 01 Apr 2025 - 28 Feb 2026

Total Income

237 Fund Raising	2,641.00
246-1 Interest - Term Deposit	14,210.04
252 100 Club	1,489.59
253 Raffles	5,015.60
255 Registration Fees	135,243.06
260 Sponsorship	6,400.00
265 Tournament Income (Ballina Jnr Challenge)	3,421.65
266 JSC Income	26,065.00
279 Other Income	767.19
4-1450 Service Income	115.40
92 Canteen Outsourced	2,000.00
94 Bar Sales	5,596.13
96 Merchandise Sales	7,022.80
Total Income	209,987.46

Cost Of Sales

112 Merchandise Purchases	9,052.08
113 Bar Purchases	5,732.14
Total Cost Of Sales	14,784.22

Gross Profit

195,203.24

Expenses

285 Affiliation & Insurance	4,145.45
295 Bank Fees	448.19

BALLINA TOUCH ASSOCIATION INC.



ABN 85 397 162 442

PO BOX 505
BALLINA NSW 2478

Email: admin@ballinatouch.com.au

306 Cleaning	2,018.18
307 Clubhouse Expenses	77.51
321 Development/Courses	670.91
330 Electricity & Gas	2,157.29
333 Equipment	4,759.32
347 General competition expenses	17,727.05
400 Office Expenses	587.98
412 Printing & Stationery	419.53
413 Prizes, Trophies & Banners	9,114.64
422 Raffle Expenses - Vouchers	2,090.90
423 Referees Fees - Senior	14,850.00
424 Referees Fees - Junior	14,895.00
426 Linemarking and Field Expenses	1,322.46
450 Sponsorship Expenses	500.00
450-2 Sponsorship expenses - Uniforms JSC	14,348.00
462 Software Subscriptions	1,331.67
463 Subscriptions & Memberships	272.73
470 Telephone & Internet	1,208.83
471 NEJC Support Refs Coaches Managers	6,800.00
472 Senior State Cup Expenses	232.73
473 Junior State Cup & NEJC General Expenses	2,990.27
473-1 JSC Exes Funded via Sponsor Raffles 100Club funded	3,292.99
473-2 JSC Support Coaches and Managers	5,400.00
473-4 JSC Ref Support and Accommodation	8,891.68
474 Subsidies - State Cup Champs	24,500.00
475 Tournament Expenses (Ballina Jnr Challenge)	1,094.57
475-1 Coaches and Managers Training Courses	2,228.83
475-2 Referees Training Courses	42.89
475-3 Referees Fees and reg'n - Other	200.00
490 Web Hosting	364.00
6-1540 Insurance Expenses	
6-1550 Insurance	1,220.00
Total Insurance Expenses	1,220.00
6-1640 Merchant Fees	303.42
Total Expenses	150,507.02
	Operating Profit
44,696.22	
Other Income	0.00
Other Expenses	0.00
Net Profit	44,696.22