



GRAFTON ATHLETICS CLUB

General Meeting Minutes 5/11/25

DATE: 5th Nov 6.30pm

LOCATION: GDSC Meeting Room 3

Meeting open – 6.40 pm

Apologies: Lynn Rudder, BJ

Attendees: Lesley White, Shaynee Farquhar, Jessie McDonald, Kyra Crotty, Desleigh Ryan, Keaton & Chloe Ingram, Kyle McIlveen, Renee Little, Astro Prescott, Mandy Lizama

Item #1 – Acceptance of previous minutes

Motion passed to accept minutes: Renee accepted, Lesley 2nd.

Item #2: Actions follow-ups from last meeting

- 3 Athlete News: Lesley submitted – YES! Closed
- 11 CVC feedback – Lesley, to call to ensure top dressing on target – feedback next meeting
- 14 Defib location – Kyle – closet is BP @ Summerland Way – consider grant URGENT- we should have one. Volunteer required to submit grant - outstanding
- Awaiting Third Party User Agreement return emails – waiting on HJ Michelle

Action – Shaynee to prompt (not done as Michelle is away)

- First aid items not purchased: CPR mask – not available @ Chemist Warehouse, disposable gloves, saline, bandaids, K-tape strapping tape. CPR mask available from St John's online or CV First Aid – email Dieter. Shaynee to email and request: dieter.meszaros@bigpond.com - done

Item #3: Athlete/ Committee News

- Lesley to update (celebrating success)
- Nominations to CVC - sheet to be provided to Lesley each meeting

| Month | Person | Successes | Submitted |
|-------|--------------|-------------------|-----------|
| Sept | Lesley/ Nate | | 50% |
| Oct | | State results TBC | no |
| Nov | | | |
| Dec | | | |

Discussion: Recent Successes

- Celebrate our state reps – Violet 3rd in state @ HJ, going to Nationals.
- Jaca run wins Owen, Anastacia & Zine.

Action – DES: FB shout outs with pics - Anastasia & Owen (5km), Zine (2km) winners – photos to be taken on Saturday and/ or off Grafton Runners website. Renee/ Astro to provide pics to Des??

Item #4 – Treasurer update financials

- Financials – grant funds, sponsorship funds, school invoices

Action – no update provided, confirmation received Black Trout has sent remittance. Others covered under sponsorship item.

Item #5 – Registrar/ Results Officer update (new permanent agenda item)

- Community members results recording issue – manual entry via spreadsheet
- Weekly PB count 130 post data glitch (HQ previously stated 177)
- Records broken TBA
- Other Registrar/ Results news – NTR (nothing to report)

Action: error in track results Vs PB's. Krya to investigate. Resolved: ran "recalculate season PB's" in HQ



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Item #6 – Headspace Event

- Feedback - winners
- Headspace team to attend a comp day – booked in for 8/11

Action: Winner: Shaynee!! So much fun had by all. Georgie was a key strategic player which paved the way for the win (as well as Keaton hogging the king position)! Overall the CLUB won. **Des** to include Headspace blurb (mental health) in SM posts for COLES round. **Renee** via Alyson Request Headspace to bring down handball trophy to display for the day/ month (to promote mental health)

Item #7 – COLES Banana A-peel/ Round

- COLES Round **8th Nov** – **THIS SATURDAY**
- Dress up as your favourite COLES item OR wear RED
- NOTE – 4 boxes of banana purchased this week – Shaynee unable to collect 10am onwards
- WHO can help? Run a poll on main feed?

Actions: **Des:** Plug FB & website Headspace coming & 8.30am Long hurdle event. EK & possibly COLES staff will bring a table, marquee & other fruits. **JESSIE** 4 boxes Bananas to be collected. **Shaynee:** run poll for volunteers on main feed & leadership feed - **done**. 8.30am event – long hurdles, many hands will make this event start on time!

Item #8 – 2025_2026 Season Sponsorship Strategy

| Companies/ Businesses | Status (onboarded Y/ \$) | Companies/ Businesses | Status to TBA | Companies/ Businesses | Not taken up |
|--|--------------------------------|---------------------------|--------------------------------|--------------------------------|-----------------|
| GDSC | \$4000 - received | Irons Mechanical | Email sent by KI 5/11 | Stanfords Pharmacy | No feedback |
| Little Smash Repairs | \$1000 GOLD | Velocity Physio | Phonecall required - Lesley | Bulgar Ngaru | No feedback |
| Black Trout Construction | \$250 BRONZE | McKimms RE | Follow up | Low Pressure Surf | n/a |
| Wicks & Parker Concrete | \$250 BRONZE | Southside Pharmacy | Follow up | FRESH Dental | n/a |
| Sunshine Sugar (State Rep Jackets) | \$1000 | Grafton Sport & Physio | TBC | Hearfield Tiling | n/a |
| Rob V Investments | \$2000 - complete | CFDC | Follow up | Raging Red Timber | No feedback |
| | | | | RJ Lynch Construction | n/a |
| | | | | Farrell McCrohon RE | n/a |
| | | | | Full Function Massage | No feedback |
| | | | | Matt Cameron Physio (EP) | No feedback |
| | | | | Prince St Lotto | n/a |

Notes –

Sponsorship promised items to be designed and purchased I time for Multi – 15/11. Sponsorship board design agreed, **Keaton** to proceed



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Actions: Renee following up on McKimms RE, Southside Pharmacy, Prince St News - declined. Keaton: banners ready to collect, Lesley: call Velocity, Ronnie wants to talk over deal, Shaynee: GAC tablecloth too big (8') for any GAC table, buy table to fit – Friday COFFS

Item #9 – Multi 15th Nov

- Social Media to inform competitors to have bibs on club singlet only (not Headspace shirt).
- Request for volunteers including coming early to set up then pack up includes Friday
- Request for Committee member to run “sub-committee” for baking crew – create a chat and escalate any issues through to exec feed – WHO – Renee/ Shaynee (to help) – yet to be created
- Link to event: [NR Multi Zone 15 Nov 2025](#) – rego’s close not free/ Coffs is free

| | | |
|---|--|---|
| Volunteers Required (qty) | | |
| Starters/ Track marshals (1) | Jessie | |
| LJ (all ages) | Kyra | |
| Canteen/ Shed sales/ Focal Point (2 min) | | |
| Food Prep (many hands required) | BJ, Mandy | |
| BBQ (3 people min) | Astro | |
| Eskies (3) | Astro (3) | Keaton (1) |
| Set-up shed FRI – eskies/ move fridge | Astro, Jessie, Renee – move fridge forward. Empty fridge for sausage storage. Poppers to be in fridge only | After 5pm |
| Ice top up purchases (Sat) | | |
| Marquees (3) | Jessie, Renee, Kyra | Shayna (request) |
| Canteen purchases (before Fri – BBQ) | Chloe- 10x, 2 x GF Bread, Keaton- ?kg sausages, Lesley -check other BBQ supplies and advise asap | Shaynee (fri)-killer pythons, powerade-red,blue,goldrush orange - done. Jessie-buy&pre cut 5kg onions |
| Keys for soccer club toilets/ bin condition | Shaynee to email CVC-keys/bins - done | Astro: Collect keys when collecting paint next Wednesday |
| Slushy machine/ ingredients | Chloe to enquire to club to hire slushy machine & borrow BBQ. Price neg | SOMEONE: Small cups to be purchased. Check shed cupboard for cups. Coffee? |
| Recycling | Provide tubs/ bins for recycling | Banana peels to be recycled to farmers |
| Line marking requirements | Must be completed | Astro available Thursday |

Actions: Lesley-shout out & run poll on GAC feeds – ask for specific foods eg sushi, GF, sugar free, sweet, savoury, RENEE: price it.. KI: Shout out to all sponsors to come to multi to have a stall or help on BBQ? Lesley: ask COLES to provide extra bananas (contact with EK required) & fruit. Renee/Shaynee (no longer able to help, leaving 8/11 – online only): Food menu & pricing to be printed x 2. Kyra – print out flyer for this week. Kyra – print out menu & pricing when we know the food items. Keaton: make podium. WHO CAN (Shaynee away): order bananas for Multi (check with EK if 3-4 boxes ok depending on rego’s). Lesley: are we doing medals (on the podium)?

Item #10 – Social Media coverage

- Multi SM coverage ie photo sensitive kids – how will our Des know who they are?
- Feedback on weekly comms format (Des)
- Many parents commenting they do not use msg’r or FB – broader comms required

Action – Encourage parents to view FB/ msg’r/ website feed for updates (or miss out). Lesley: Email frequency to be increased. 1/ week/ fortnight. Multi decision made – too bad for photo sensitive kids – better to promote the event than exclude people from pics. Des on board.



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Item #11 – Uniform (Order)

- Size 16 singlet Vs size XXS singlet significantly different – affecting the “tween” kids
- Currently choice made not to stock XXS singlet so 0 in in stock. Size 16 measurement: 340mm from armpit to seam Vs XS 480mm
- New focal point at supplier end, Finn, getting up to speed – sending trial crop to us ASAP in desired style.

Action: **Shaynee**: Send email to our supplier to see if they can lengthen size 16 singlet or shorten size XXS, or cross reference correct sizing chart and re map sizes of singlets, 16 is like a 12. Crop sample becoming urgent for 2026 activities - ongoing, comms commenced

Item #12 – 2025_2026 Known unavailability dates - running list

| Date | Event | Person/ People Unavailable Saturday |
|---------|--------------|-------------------------------------|
| 15/11 | Multi | Shaynee |
| 22/11 | QLD | Lesley (am only), Renee |
| 6/12 | | Shaynee, Renee |
| 12/12 | Xmas Party | Shaynee (not 100%) |
| 14/3/26 | | Keaton (Chloe avail) |
| 21/3/26 | | Ingrams |
| 27/3/26 | Presentation | Ingrams (end of season) |
| | | |

Item#13 – Xmas Party

- Entertainment options & pricing:
 - Friday 12th December 4:30-6:30pm (party 4-7.30pm)
 - Disco with PA system, lights, prizes and staff to host \$275 plus gst.
 - Unlimited face painting \$175 plus gst
 - Xmas Craft with all materials supplied and staff to facilitate \$350 plus gst.
 - Disco + Face painting- \$400 plus gst
 - Disco + craft -\$550 plus gst
 - Craft + Face painting \$450 plus gst
 - Combo of all 3 -\$700 plus gst.
 - flat rate of \$100 to Grafton
- GDSC confirming Santa/ entertainment options
- Food options consider bigger than snacky foods

Action: Motion to secure vendor for full service – passed however timing should be 5.30-7.30

Shaynee: liaising with GDSC for a Santa – ongoing. Lesley/ Shaynee set up event with RSVP – after multi.

Item#14 – AOB

- Portable discus cage has arrived – mini busy bee required, not required for Multi
- Starting blocks required, requesting 3
- Banana” slip & slide

Action: Discus **Committee**: Cage to be laid out and figured out THIS Saturday 8/11. **Lesley**: Motion passed to purchase 3 sets of starting blocks, Lesley to purchase. Motion to purchase slip & slide for current COLES round and future hot days.



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Item #15 – 2025_2026 General Meeting Series

| Date | Time | Venue | Discussion points |
|------------------------|---------------|---------------|------------------------------|
| 5 ^h Nov | 6.30pm | GDSC | 2025 General Meeting |
| 3 rd Dec | 6.30pm | GDSC | 2025 General Meeting |
| 12 th Dec | 4- 7.30pm | GDSC upstairs | FRIDAY - Xmas Party |
| 14 th Jan | 6.30pm | GDSC | 2026 General Meeting |
| 11 th Feb | 6.30pm | GDSC | 2026 General Meeting |
| 13 th March | 6.30pm | GDSC | 2026 General Meeting |
| 27 th Mar | 4.30pm-8.30pm | GDSC | 2025-2026 Presentation Night |

Close of meeting – 8.04pm