



Rockhampton Netball Association

Management Meeting

Minutes

Date: Wednesday 21st January 2026
 Time: 6.00pm
 Venue: RNA Clubhouse, Jardine Park
 Attendees: Simone Hitchcock, Diana Pettett, Melissa Weder, Kalie Green, Angela Ross, Sam O'Brien, Julie-Anne Thackeray, Elizabeth Blyton
 Apology: Carrie Bennet, Julie Easton
 Minute Taker: Elizabeth Blyton
 Chair: Simone Hitchcock

Agenda Items

1. Meeting open

6:09pm

2. Apologies

Carrie Bennet & Julie Easton

Moved – Kalie Green

Second – Melissa Weder

Carried

3. Confirmation of minutes of previous meeting

Noted to be mindful of personal details being listed in minutes.

Moved – Angela Ross

Second – Julie-Ann Thackeray

Carried

4. Business arising from the minutes of the previous meeting

Business Arising	Person Responsible
Court Repairs 1 and 6 <ul style="list-style-type: none"> Defects – nil update. Courts are still usable and the court movements seem to have settled a bit. RCC requesting a copy of our calendar to be able to schedule in the repairs for the remaining 5 courts. 	Di & Simone
Complaints Policy – Ongoing WHS program is over	Simone & Di
Policy Updates – Ongoing WHS program is over	Nat, Simone & Di



<p>Review of work arrangements hours/delineation of duties</p> <ul style="list-style-type: none"> • Conversion to Permanent Part Time for Competition Manager. Hours will be averaged over the annual year with clear shut down periods. • Discussed need to have down time is important. • Leave loading is only required if we annualise hours. • Have been tracking hours over the last year and average hours on paper were 25 per week. • Role description to be reviewed. • Committee agreed on proposal with review of role description. 	<p>Simone, Ange, Di & Liz Management Committee</p>
<p>Corporate Shirts - Ongoing</p>	<p>Liz, Boney & Di</p>
<p>RRC - Rep Shed Update</p> <ul style="list-style-type: none"> • CLOSED 	<p>Di</p>
<p>Multi-Sport Precinct</p> <ul style="list-style-type: none"> • Next meeting scheduled for 30th January. 90% design phase. • Rumours of budget blow out have been heard in the media. Details such as changing from concrete courts to asphalt, walls going from double to single. • 30% increase to costs since quotes were obtained 4 years ago. • 2 Councillors have made comments that the money left over from another RCC Project should not be used to assist with budget issues with the sport precinct. 	<p>Simone/Di/Liz</p>
<p>Leaders Conference</p> <ul style="list-style-type: none"> • CLOSED 	<p>Simone</p>
<p>Security System</p> <ul style="list-style-type: none"> • CLOSED 	<p>Di & Liz</p>
<p>Staff and Work Arrangements</p> <ul style="list-style-type: none"> • Exit interviews were received – email response to thank the staff for their input. • Summary – Identified that clear escalation pathways were not understood. If the staff member had any issues to raise it was unclear on how they should raise them. • Expressions of Interest have been received for the Night Convenor. Suggested to review Role Description and advertise the role. • Committee agreed that 1 position is required (merge Office and Night Convenors). Instances that we know are busy periods for the office will be assisted by Management Committee. 	<p>Di & MC</p>



<ul style="list-style-type: none"> Position will be advertised as a paid position and not a supplier and will be processed through payroll as a casual. Minimum expectation of 4 hours each night for 3 nights per week (12 hours minimum). 	
UC Vacancy <ul style="list-style-type: none"> CLOSED 	Simone & Di
Umpire Payments comparison from 2024 and 2025 <ul style="list-style-type: none"> Ongoing 	Julie-Ann
End of Financial Year <ul style="list-style-type: none"> Almost ready to go to Auditors. Postpone scheduled AGM to 22nd February to allow time for the auditors report to be completed. Liz to book venue. 	Juli-Ann, Di & Liz
Wooden retainer wall around Courts 2 & 3 <ul style="list-style-type: none"> Work Completed - CLOSED 	Di
CQU Calendar <ul style="list-style-type: none"> Completed - CLOSED 	Di & MC
REP Update <ul style="list-style-type: none"> Stripe setup is now done in Xero and card payment options are showing on the invoices. Completed – CLOSED Training commencing 1st February Sub Committee meeting to be held on Friday Manager applications have been done and will be sent through to Management Committee for endorsement ASAP. 	
Hoop Repair court 10 <ul style="list-style-type: none"> Completed 	

5. Finance

Attached Report (November and December) – no issues noted.

6. General Business

- a) Intermediate Coaching course. Earlier date for the intermediate coaching course - requested April. Sam (NQ) is away until end of Jan and Nat (NQ) will talk to her about an earlier date once she is back on deck. Is currently set for October but NQ are happy to look at an earlier date for us for that course.



- b) Constitution – Query on the updated version since it was lodged with OFT changing the life members voting rights. Julie-Ann to follow up.
- c) Firebirds Clinic to be held on 11/02/2026 - 3.30-5pm – NQ are organising.
- d) Rocky District Sport Cleaning Invoice that is still outstanding - \$302.50 dated 11/06/2025. Discussed the situation. Have decided to remove the invoice and will look to increase the hire fee for RNA to cover cleaning associated costs moving forward.
- e) Invoice for Sweaty Netties - \$247.50, Still Showing Up - \$400, Crushers - \$650, Suns - \$600 & Gracemere Panthers - \$170, Bluebirds - 6 invoices totalling \$867.50.

Decision to write off as bad debt any outstanding invoices for independent teams for 2024.

2025 outstanding independent team invoice should be divided across all registered players. Decision to not raise the invoices but keep a list of these players and outstanding amounts will need to be paid prior to participating in any activities with RNA.

All outstanding invoices associated with Clubs will be the responsibility of the club to arrange payment.

- f) Rep Payments: Looking into payments via Stripe, paypal and Afterpay. Discussed options and fees associated with each. Decision – no for Afterpay due to cost and yes to all other options.
- g) Imbedded forms to the website – allows the forms to be filled in online and submitted. Noted to ensure required fields are made mandatory.
- h) Child and Safeguarding feedback was that the session was very good. We have until 1st April to commence working towards the criteria. Will not be as daunting as initially expected.
- i) Quote for aluminium benches for court 12. Committee opted for surface mounted 4m benches. Di to investigate pricing for 2x benches without a backrest and provide final quote to Committee for approval.
- j) Late nomination for Louise White (Gracemere) for grading committee. Committee approved.
- k) Affiliation for: Dragons - No changes, Gracemere - No changes, Runaways - Changes to uniforms (females able to wear club shirt/singlet black bottoms & male uniforms are club shirt/singlet with black bottoms or dress. RGGs – no changes, Jets – no changes, St Ursulas – change to uniform. All approved.

Glenmore Bulls – new club, uniform is too similar to Angels – request to change uniform so that the base colour is not maroon.

St Ursulas – No theme is listed on the Affiliation form. Committee to suggest that they use sea creatures as the theme as this is what is used for carnivals.



- l) Mobile number Di was requested. Discussed options and benefits. Other options were suggested to use messenger or divert the office phone. Look into voicemail to email options. Decision to investigate cheaper options and bring back to the Committee for approval.
- m) NetSetGo registration product has been requested to enable the product in Netball Connect. Discussed options and decided not to offer this option.
- n) Flood impact – Thank you to members that came and assisted moving the equipment. Does not look like we will be impacted by the flood.
- o) Netball Australia Olympic Bid – Simone will be involved in upcoming media opportunities to assist with this.
- p) AGM, intended nominations and reports. Meeting has been postponed. Discussed if we would like a summary report from the convenors for the General Meeting. Convenors will be asked if they would like to supply a summary.
- q) UC Handover to be completed

7. Business arising from floor

- a) Rep Jerseys – request to sell remaining stock at a discounted rate of \$50. There would be no more than 20 left. Committee Agreed and suggested to offer to Officials first.
- b) Umpiring Sub Committee
 - o Meeting was held last night.
 - o Query if Jnr A1 umpiring allocations can be alternate timeslots. Discussed the pros and cons from club vs RNA perspectives.
 - o Nightly Umpiring Convenor role – suggested sharing the role via a pool of Mentor Umpires that have been approved by the Sub Committee. Committee agreed that this can be a shared role.
 - o Independent umpires can be registered direct with RNA – they don't have the register through a club.
 - o Review of policies have been sent through that may be able to answer any questions on the updates and changes that are being proposed.

8. Next Meeting date Wednesday, 18th February 2026 at 6.00pm

9. Meeting Closed 8:39pm

Simone Hitchcock

President

Rockhampton Netball Association

