

# Australian Karate Federation WA Inc

6 Stirling Waters, Stirling 6021

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## Executive Committee Meeting Minutes

**Date:** 28/05/2011

**Time:** 04:00pm

**Venue:** Morley Recreation Centre

**Attendees:** Eric Ho (President) Branco Bratich (Vice President) Brett Huntly (Deputy Vice President)  
Steve Casserly (Secretary) Jerome Durham (Treasurer)

**Apologies:** None.

Item	Who	When
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### Executive Meeting process for 2011:

- 4 formal meetings will be conducted in 2011 in addition to the AGM. If Steve or Brett can't get to Perth, then the Dept of Sport and Rec facilities in Leederville will be used to phone conference the meeting.
- There is the opportunity June to August for Branc, Eric and Jerome to meet weekly at state training and discuss issues. Email will also be used to ensure issues are communicated.
- Executive Meeting Minutes will be available to Federation members via the Website as are the AGM Minutes. ([www.akfwa.net](http://www.akfwa.net))

### State Coaching / Nationals 2011:

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|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|------|
| • Coaching positions for 2011 – Expressions of interest have been called for in kumite and kata and accepted. The nominees will be contacted over the next two weeks by Branco in relation to their application, role and responsibility. | Branco | 11/6 |
| • Mark Golding will be approached and asked to be a member of the Coaching Panel in his capacity as a National Coaching representative, recognizing his position within the system and encourage his participation at State training.     | Branco | 11/6 |
| • There are 8 State Team training sessions before the Nationals. A flat \$50 for AKF members will be charged to cover all the costs. For non-AKF students wishing to attend a fee of \$15 per session will be charged.                    |        |      |
| • The executive committee is in discussions with Jean Marc Shedel to come to WA in July (16 <sup>th</sup> – 23 <sup>rd</sup> ...tbc). Confirmation is anticipated by mid June                                                             | Branco | 11/6 |
| • The Team Managers for 2011 will be Lee Bridgeman and Sue Fernandez. Both are very experienced in their role and look forward to their involvement once again. Executive to formally notify them of their appointment                    | Branco | 3/6  |

- Selection of State Coaches to attend the Nationals will be decided once the State Team is selected in June and coaches will be notified asap to assist in their applications for annual leave. Coaches will be selected based on the ratio of team to coaches required to provide team members with appropriate support, the coaches experience and attendance/performance at State Training. Funding will be determined once the coaches have been selected. Eric Branco 11/6

**Financials :**

- The Federations bank balance as at the 27/5/2011 was \$64,232.
- All cheques and expenses were tabled and discussed. A listing of the cheques processed are detailed at the end of this document. Jerome 3/6
- The Executive approved the reimbursement of Branco's airfares to the WKF World Championships in Serbia in 2010. The decision to approve was based on ensuring WA was kept up to date with World trends and that the knowledge Branco brought back would be decimated to the a larger audience. Branco also videoed the event.
- Please note: DVD's of the World Championships are available for those instructors wishing to aquire them. Please contact Branco for details.
- The Executive to clarify the Petty Cash account arrangements to ensure Christine (administrator) is not having to use her own funds to purchase items for the AKF and then seek reimbursement. Jerome 3/6
- New members to the Executive signed Bank forms to have their signatures added to the list of Cheque approvers.

**AKF Website**

- Brett has offered his support to Christine in relation to maintaining the Website content and updating. Christine to provide Steve with any issues pertaining to training. If training is required, this will be arranged for Chris. Steve Brett 3/6

**AKF WA Sub Committees**

***Coaching panel:***

Executive Delegate: Branco. The coaching panel has direction and goals assigned to it by the Executive and Branco is required to report back to the committee regularly (Formal meetings, AGM Report) Branco 3/6

***Referee's Council:***

Executive Delgate: Brett. Brett is to review the role, responsibilities, objectives and the method in which these objectives are delivered to members in consultation with Janette, Justin, Kerry and Peter. Brett 31/7

Yoseikan have started a Junior Referring program with Peter. The Executive will monitor the progress of this program and if successful integrate into an AKF WA process.

***National Coaching/Co-ordinators:***

Steve to discuss with Branco the relationship the state requires with the National Coaching group to ensure both State and National coaches are aligned. Steve 31/7



## Projects

*(Special activities delegated to individual/s, groups by the Executive Committee where the activity requires excessive time and effort to achieve the objectives required by the Executive. Individuals/groups will apply for funds to compensate them for their time and effort at the completion and delivery of services as agreed with the Executive Committee)*

- **Dept of Sport and Recreation Submissions.** Jerome has been engaged to complete these documents and as such has made a tremendous contribution. Jerome is maintaining a journal of the time taken to complete this task and recognition and remuneration will be forthcoming once the Executive have evaluated his Project application. Jerome 31/7
- **State Championships:** The Yoseikan Ryu association has been approached by the Executive Committee to manage the 2011 State Championships and will submit an application for Project recognition to be evaluated by the Executive Committee. Branco 31/7

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**Eric Ho**

President, AKF WA Inc.

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**Date**