

AWF MEMORANDUM

To: Board of Directors / State Members
CC: Australian Sports Commission
From: Matthew Curtain
Date: 21 September 2006
Re: Summary of Decisions, AWF Board Meeting – 11 September 2006

BOARD OF DIRECTORS MEETING

Held at the Mermet Victorian Weightlifting Stadium

34 Linda Crescent, Hawthorn VIC 3122 – 11 September 2006 at 1000hrs

Attendance: Sam Coffa (President), Ian Moir, George Hardiman, Boris Kayser, Lyn Jones, Ralph Cashman, Bob Pavone, Jacquie White (Athletes' Commission) & Matthew Curtain (Chief Executive Officer)

Apologies: Michael Keelan

Summary of Decisions

Northern Territory Weightlifting Association

The President tabled correspondence received from NTWA President, Andrew Forrest that questioned a variety of governance & management issues involving the Board of Directors.

Pursuant to an email response submitted by Ian Moir to the Directors; the Board resolved to use this reply as the template for action.

The Board also determined to circulate the response to all state members.

SBS Television Program – Doping

Given the pending determination by ASADA with regard to the alleged anti doping violations linked to the Australian Weightlifting Federation; the Board unanimously determined to decline the offer to participate on the SBS Television program regarding an insight forum on Drugs In Sport.

Furthermore; the Board determined to advise each M2006 team member of the program and to recommend a similar decision be taken until the outcome of the ASADA enquiry is known.

Australian Sports Commission – Change in Personnel

Matthew Curtain tabled correspondence confirming the appointment of Mr. David Crocker as the new ASC sport consultant, responsible for Weightlifting.

Report – Finance

The Chief Executive Officer presented the financial report with regard to the financial year, 2005-06.

The report included the profit & loss statement, balance sheet and the summary of aged payables. Notwithstanding the suspension of ASC funds; the AWF operating profit was recorded at \$114,485.94 (noting though \$64,000 of DAS funding had been paid from the ASC direct to recipients).

The Chief Executive Officer also reported that Belinda Van Tienen had not received her DAS allocation despite having been cleared by the AWF in an anti doping investigation conducted prior to the Commonwealth Games.

Additionally; the President reported the Fosters Grant funding not allocated to Amanda Phillips is still being investigated with a possible outcome imminent.

Whilst the President spoke of the AWF's current financial hardship; Lyn Jones applauded the President's commitment to the sport having noted almost \$35,000 had been provided by the President in order to keep the AWF operationally afloat.

Report – President

Sam Coffa tabled his written report; referring to the status of the AWF restructuring process following the ASC governance review. He highlighted the establishment of the programs necessary to ensure a strong structured and well planned growth for the Federation as well as the development and implementation of a long term strategic plan in order to overcome the current shortage of manpower and financial resources.

Report – Chief Executive Officer

Matthew Curtain tabled his written report highlighting the activities of the Federation over recent months.

Activities have included, but were not limited to the following:

- **Competitions:** The preparation and coordination of the 2006 Commonwealth, Oceania & South Pacific Championships, 2006 Australian Masters Championships, 2006 Australian Open & U20 Championships, 2006 World Masters Championships and the 2006 World Senior Championships.
- **Finance:** Preparation of Financial Statements (year ending 30 June 2006)
- **ACGA:** Preparation of ACGA Target 2006 Evaluation report; together with the assistance of Luke Borreggine
- **AOC:** Coordination of Team Officials for XXIX Olympic Games
- **ASC:** Preparation of the AWF Costed Operational Plan and position descriptions
- **Communication:** Redevelopment of AWF website (www.awf.com.au)

Report – Anti Doping

Ian Moir reported no outcome of ASADA's investigation into weightlifting had been released, to date. He also reported the anti doping policy template had still not been received from ASADA despite several requests

Report – Coaching Development

Lyn Jones provided a verbal update on coaching development highlighting several upcoming courses to be conducted in Queensland, ACT, Western Australia and New South Wales.

Additionally, he reported on the possibility of obtaining revenue by charging a levy for participants by way of his overseas courses.

Australian Olympic Committee – Beijing Trip

The report prepared by Luke Borreggine was tabled and discussed.

High Performance

Ralph Cashman tabled his report outlining the activities relating to the final preparations of the XVIII Commonwealth Games team.

The President disseminated also a SWOT analysis, as prepared by Lyn Jones. As such; the Board resolved to refer this paper to the High Performance Management Committee (HPMC).

The Board confirmed the contracts of the National Senior & Junior Coach would not be renewed, as of 01 July 2006.

The Board confirmed the appointment of the following officers for the HPMC:

Ralph Cashman (Chair); Michael Keelan, Angela Wydall, Lyn Jones, Luke Borreggine & Athletes' Commission (1 member)

Masters

The CEO confirmed the results of the 2006 World Masters Championships; outlining Australia won 4 Gold and 1 silver medal.

Australian Commonwealth Games Association

The CEO confirmed the ACGA Annual General Meeting would be held in Melbourne on 21 October 2006. He also confirmed; pursuant to the determination made on 10 June 2006; the AWF had nominated Sam Coffa for ACGA President.

Athletes' Commission

Jacque White presented a verbal report highlighting the election of Simon Heffernan (VIC) as their new chairperson (replacing Michael Klinkert).

The Athletes' Commission also expressed their disappointment for the lack of foresight shown by the AWF with regard to the importance of the 2006 World Championships (Olympic Qualifying event).

Additionally; the Athletes' Commission requested a media liaison officer be appointed.

2006 Commonwealth & Oceania Championships – Samoa

The detailed report prepared by Miles Wydall was tabled and noted.

Team Officials, XXIX Olympic Games

The Board resolved to defer this item until the status of an additional official is confirmed by the Australian Olympic Committee.

Australian Sports Commission – Funding Status

The President reported the vast majority of tasks undertaken by the AWF from the meeting held with the ASC on 19 July 2006 had been completed.

- **Preparation of 30 June 2006 AWF accounts to be completed by 31 July 2006.**
Completed
- **Preparation of 2005/06 financial accounts to be audited by 30 Sep 2006**
On schedule
- **Consideration to be given with regard to Appointed Directors (article 9.3) noting, the term of office expired for Boris Kayser & Gino Lilli on 25 June.**
Further to the Board of Directors meeting held via teleconference on 31 July 2006; Boris Kayser & Michael Keelan (replacing Mr. Gino Lilli) were appointed to the Board for a period of twelve months, effective 31 July 2006
- **Preparation of AWF Costed Operational Plan (FLSA) to be completed in two parts (Jul – Dec 06 and Jan – Jun 07)** Jul – Dec 06 completed
- **Preparation of complaints mechanisms**
The AWF is awaiting the ASC to provide the necessary template
- **Preparation of full list of AWF creditors and debtors.** Completed
- **Preparation of rental agreement between AWF and VWA.** Completed
- **AWF Finance Committee to meet regularly and to actively discuss key operational issues.** Tabled
- **Preparation of Position Description for AWF CEO.** Draft Completed
- **Preparation of Position Description for AWF Accounts/Administration Clerk.**
Draft Completed.
- **Preparation of Position Description for Website editor.** Draft Completed
- **Preparation of induction handbook for new AWF Directors (including policies, strategic plan, key dates, competitions, contact details, stakeholders, etc)** Tabled
- **Use of nomination forms for future AWF Elections outlining position descriptions, expectations, responsibilities, etc.** Tabled

- **Remove Bob Hemery as a signatory of AWF accounts.** Completed
- **Matthew Curtain to prepare business case relating to outstanding salaries for staff, contractors and other costed expenditures in accordance with 2005-06 HPP budget.** On going.
- **Preparation of monthly financial reports to be circulated to state members.**
Tabled
- **Removal of 'proxy' votes from Board Meetings to ensure decisions at meetings are arrived through full discussion from those in attendance.**
On 31 July 2006; The Board determined to recommend to the State Members an amendment to the AWF Constitution to remove the 'proxy votes' article (as per 11.4 of the AWF Constitution).
- **Standing agenda item for all Board Meetings to include a report and discussion on progress against the Strategic and Operational Plans.** Tabled

2006 World Senior Championships

Pursuant to the amended criteria; circulated on 14 August 2006; the AWF confirmed the following participants for the 2006 World Senior Championships to be held in the Dominican Republic.

Women

58kg	Seen Lee	VIC	AOC Funded
63kg	Jacque White	VIC	Self Funded
53kg	Nadeene Latif	NSW	Self Funded

Men

+105kg	Damon Kelly	QLD	AOC Funded
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Team Officials

Manager	Robert Mitchell	NSW	Self Funded
Head Coach	Luke Borreggine	NSW	AOC Funded
Coach	Miles Wydall	QLD	Self Funded

The Board also agreed to have Anthony Dove (VIC) accredited as part of the traveling delegation.

Sierra Leone Athlete

The CEO explained that whilst Kamara Musa Brima (SLE) had received his permanent residency visa he was unable to represent NSW at the National Championships as he had competed for Sierra Leone at the XVIII Commonwealth Games. He will however, be allowed to join the NSW Association in 2007.

Mermet Cup International

The President confirmed the tournament would be hosted by the Victorian Weightlifting Association on Saturday, 25 November 2006 by way of invitation.

AWF Annual General Meeting

The Board confirmed to hold the AGM on Sunday, 26 Nov 06 in Melbourne.

Arafura Games 2007

The CEO reported on the possibility of incorporating the National U16 & U18 Championships with the Arafura Games.

AJCGS 2006

The CEO reported that AJCGS members, Matthew Falcone, Belinda van Tienen, Tamara Hampton, Rebecca Brooke & David Sarkisian had not yet utilized their scholarship funding (\$15000).

Whilst all measures would be taken to accommodate a relevant international tournament by the end of the year; the President confirmed that a request could be made to the ACGA to have the funds deferred to 2007.

National Championships – Age Groups

The Board resolved to defer this item given the meeting had be finished by 1600hrs

AWF CEO Position Description

The Board determined to refer this item to Michael Keelan for perusal.