

GBBA Committee Action Plan season 1819

Date	Source	Action	RED	ORANGE	GREEN	COMPLETION DATE/info
12/06/2018	AGM	IsG Sharks fine £25.00 loss of deposit				Invoice 1
		DW IG CC - Accounts update and publish				1st August
		Stroud Sharks Court (will require pre season update)				
		IsG Officials development Package complete ready for committee feedback				31st July
		GS Course Info Glos School of Basketball				
		JG Development of 5 year plan integration of jnr players into GBL				started 28/08
		IsG rule changes comments views at AGM to be taken into consideration - reviewed and out for committee approval				30-Jul
		CC GDPR statement to be completed and uploaded prior to league entry form returns 15/8 - also now on webpage				27-Jul
		IsG amend league entry forms to inform need to request if media coverage not to be used				14-Jun
		GS Registration fees to be provided for web upload. Delay as figures need checking now with us awaiting upload				29-Jul
		IsG Registration request payment rule change to be shown as initial money taken from deposit				14-Jun
		IG to review league competitions considering views expressed at AGM				18-Jun
		IsG to discuss Honorary post with PC - PC asked considering IsG will resume discussion on his return from leave				Concluded 27/08
		Comms - committee to determine aims and direction with identified lead and strategy				Concluded 28/08
17/07/2018	CM #1	dw agm minutes to be uploaded onto Web				30-Jul
		IsG, DW, CC to meet to progress budget setting recommendations and set up account shared spreadsheet				01-Aug
		DW, JG, AS to meet to formulate media strategy DW to lead				29-Aug
		IsG to update SC re gift amount and suggestions re PC				
		GS to discuss opportunity for Glos School of Basketball to take over schools competitions				agreement on four areas reached and accounted for in budget
		IG to progress competitions with JL Plate being handicapped one entries in 15/8				Circulated to teams with outline of how comp will work
		IsG to develop short JD for player development post				Completed and forwarded
		IsG to send out second league entry form returns 15/8				30-Jul
		KN to respond to AS emai				
		IsG to send entry forms to Malvern and Hartpury				30-Jul
		IsG entry invoices including referees to go out with entry forms both to be returned by 15/8				30-Jul
		GS to update once BE confirm approval for L2 Ref Course				Contact made awaiting publication on BE site
		IsG to remind secretaries and referees re 4th of September when entry forms circulated				30/7 secretaries 31/7 refs reminded again with fixture
		DW to update web when full details known				Level 2 course on GBBA site
		GS to obtain costs for RS for budget purposes				£50 plus 30p per mile travel from Portishead from officials dev

		JG and AS to update socia media sight/s when full details known				GBBA site updated
		IG meeting and course schedules to be included in fixture list				
		CC travel allownace 40 x 30p to be included in budget for DW				Included against Admin costs agreed at meeting 28/8
01/08/2018	Fin #1	Accounts presented at AGMto be amended with figure as at 31/05/2018 details to be				Casss
		Invoices due to be paid from 17/18 paid after 31st of May to be shown in 18/19 accounts as				Casss
		Bank Account arrangements to be concluded ready for season 18/19				Casss
		Viewing righs to spreadsheet to be implimented				Dave
		Budget lines to be shown differently ie player/game development separate for season				Casss
		Deposits to be shown as set aside on spreadsheet in addition to baseline figure				Casss
		Assett Register to be prepared and shown in account information				Isg to pull together info
						DW to obtain cost of visual score
						Cass to action into accounts when known
		Proposals to be put into format including income streams				Isg 10/08/2018
AOB		Feedback forms to go onto GBBA page				DW
		MVP/Game admin report to be provided for entry onto GBBA page				DW
28/08/2018	CM #2	Take forward Request of PC re fund currently £600				Consider nomination criteria for Aspire programm 19/20 BE
		Hawks to discuss new date for October fixture with Pumas team to be informed				Ian allocated new date
		Handicap placements to be reviewed by committee and carried forward to next meeting				to be carried forward in March for handicap to be determined
		New Website development and protocols to be developed				DW presented rules for media at meeting 16/10 approved. Following
		5 year jnr participation plan to be progressed review update next meeting				Plan to be formulated, feedback report provide by email by JG
		Schools competitions awaiting further information and updates				information cirulated by GS discussed at meeting 3 16/10
		Budget lines agreed for Schools				
		Regisgrations queries as to where Hartpury and Jets are registering to				Confirmed by GS retistering with GBBA
						Confirmed at meeting 3 by GS jets registering direct with BE
		Potential Jnr referee into GBL funding form to be sent to Glos College				Sent GBBA sponsoring 50% of 1 jnr referee fee
		Package and funding stream agreed can now be published				Sent to teams and on GBBA Webpage
		Two applications for funding approved clubs to be informed				Clubs informed final number 4.5 approved funding issued
		Budget lines to be updated				Isg
		Media package budget line agreed ,further needs to be identified				Project withdrawn following feedback agree meeting 3 16/10 £80 had
		Discussion re sponsorship to be taken into October meeting				Discussed meeting 3 16/10 KN proided outline and assessment
		Budget Line for 4th September to be amended for R Stokes				Amended and additional £74 set aside for further session
		Email ciurculated to referees to go to GS for Agenda to be prepared				Isg
		Purchase of GBBA banner for events to be added to action plan for completion May				Isg see item 16/10
16/10/2018	CM #3	Further match cancelled due to facilities not being available Kings to be rearranged to a				IG to rassign once date agreed between Kings and Glos
		DB to be approached to support Hartpury table officials training 1st Nov				DB and PB attending Hartpury
		Raiders hopeful entry into Cup and Plate to be confirmed				IG confirmed as entering
		Cup final arrangments for season 18/19 confirmed , teams to be informed				minutes circulated
		Uni and Hartpury venue costs to be established for finals 19/20				IG

		Media rules to be amended and circulated as well as shown on web page				DW and IsG
		Decision on new web to be circulated				IsG
		Facebook promotion to be added to Agenda for January				IsG Went into Feb meeting no meet Jan
		Code of conduct and ethics agreed link to web rules and GBBA rules and publish				IsG and DW
		Results of Discip process to be published when appeal time runs out linked to code of ethics				IsG and CC
		promotion materia for teams /desks to be sourced				IsG, KN, GS remove KN Leave until next season nowhere to
		Planned Coching Course announced by GS for Glos College Dec and Jan sponsorship funding				IsG sent out to secs, refs, known coaches on 18/10 closing date
		GBBA to support funding for Molly James ex Glos Jets player achieved entry int under 16 GB				IsG DW, money transferred 17/10 , received and thanks given
		KN and IG to support JG with jnr development 5 year plan				IsG KN ongoing see Feb meeting remove KN
		Aspire programme , need to identify process for supported funding for season 19/20. IsG to				IsG
		Handicap placements to be carried forward to March meeting				IsG
		referees to be reminded re fund collecton for cup competitions				IsG minutes circulated to refs will do a cup newsletter
		Create invoices for teams for £50.00 entry to finals competition				IsG once teams known
		Consideration for exhibition game finals day arrangements				IG, KN, GS Challenge cup UOG v Hartpury
		Media coverage for Finals including press				JG, AS CC see February action
		GBBA web page to be modified				DW ongoing
		Sponsorship by way of gift to be sourced				KN ongoing see February actions, None forthcoming
		January officials meeting - headings for discussion to be sought				IsG 2 from KN see February actions
		Dates to be confirmed				IsG 22nd JANUARY
		January meeting date to be added to webpage				DW Moved to February 7th
07/02/2019	CM #4	Costings for U14 and U16 finals to be provided to GBBA for budget consideration year 19/20				GS figure given as £300 at April meeting
		Recommendations for schools format for 19/20 to be made prior to AGM				GS/JG Agreed no further action re schools due to lack of activity within schools and lack of knowledge within committee no-one willing to take on within league or schools see April meeting minutes. Following Saxons AGM now with JG
		Glos College to host 19/20 schools finals dates to be booked now				GS no action at present future unclear see April minutes . Following AGM Saxons now with JG
		Schools contacts Glos to be sent to IG for arrangments relating to youth development sub committee				GS /JG
		IsG and IG to meet with Andy Steckbeck to discuss sub committee and interest in development league				IsG/IG meeting took place AS to chair and scope youth opportunities and sub committee
						info circulated to committee members

	Social media to be used now to promote interest in development second division need to have a veiw prior to AGM for proposals to be put forward re format				JG/AS second division not viable, no action taken re media
	Jets interest to be viewed				CC Jets disbanded for season 19/20
	Rule 12 all members to review and forward thoughts/recommendations to IG prior to April meeting				All committee members will act on responses received see April minutes all to stay as is with one section removed
	Amendments to officials development package to be made in light of information knowledge gained from pilot				IsG remove reference to jnr referees and teams
	BE officials recruitment campaign to be considered				IsG Went out to teams negative response
	Prizes for Auction to be progressed				All members to consider contacts /opportunities, No response JA to progress on site opportunity negatiave IsG to progress with KN
					KN has aquired two prizes for auction 1 to be used as Mystery Star Prize due to restrictions
					CC to contact BE to try to obtain tickets for Negative finals the following week.
	Live Stream available via Hartpury court cameras				JA to progress use of those.
					It appears can be used but one court at a time strict language and rules would need to be applied further work re use ongoing
					AS/JG/JA Joe advises that streatming will be done by two AS/JG to use social media to promote donations /sponsorship
	Sponsorship still required to cover costs of hall and other items covered last year to avoid reducing monies available for charity use				update KN still working on it. No action taken by committee , isG to progress. Table officials all sorted.All referees sorted bar one will appoint once teams known
	Invitations to officials for event to go out , some already confirmed				IG to progress. info provided waiting for response. No response despite several requests
	UOG cheerleaders contact made, information requested				JA and IG to progress. No progress made league committee to
	Consideration for someone from Hartpury and UOG to present trophies DD and Jo Llewellyn to do DD cup and JW Plate presentations				
	Medals agreed and to be ordered				IG. Costed to be approved finance meeting 7th March approved
	Regsitrations to be confirmed how much to be retained by GBBA and regularly updated				GS/CC to be reviewd at finance meeting 04/03. Shortfall discussed
	Accounts spreadsheet and budget lines to be updated				IsG
	Venue for AGM to be booked 19th June				IsG Churchdown Club provissionally booked

16/04/2019	CM #5	AGM Paperwork to be drafted prior to May meeting				IsG draft rule changes sent to committee members 16th April
		Cup finals consider which games to be streamed court 1 and 2				IG discretion of operator and direction of IG on day
		Estimate of cash required on day to be sent to Cass				IsG
		Table officials and referees to be given timetable and permission sought from parent/guardian of under 18 table officials for streaming and social media exposure				IsG Confirmation by email agreed by both sets of parents/guardians
		Extra set of foul markers, sounding device and kit to be obtained , contact P Batrick Eagles				IsG Contact made awaiting confirmation
		Help required to move medals and equipment into arena and clubhouse				JA
		Consider KW for auction				IsG contact made awaiting confirmation
		Check to see if Dave ok to manage court two , most committee members now actively engaged in either coaching or officiating				IsG awaiting confirmation
		Need to allocate who will decide on MVP for cup and league				IsG to look see who is available for Cup competitions . MVP league process agreed
		Respect Trophy - agreed format				IsG to present
		Referees achievement award x 2 - process agreed				Ian G to present
		KN to be contacted re reserve for Glos Rugby Shirt				IsG
		JA to progress invoice for us to pay for court hire prior to event				Paid prior to event
		Social media awareness for event 12th May to be pushed by Joe and Adam				IsG to chase action
		Hartpury to provide one set of kit for all star game				JA
		Send example of spreadsheets to be managed in support admin role for JA to consider				IsG
21/05/2019	CM #6	Update rule change proposals				IsG
		Circulate all AGM paperwork to committee for final OK and distribute tues next				IsG

		Do a check sheet for Finals Day based on recommendations and review			League Administrator season 19/20
--	--	---	--	--	-----------------------------------

