

**HONG KONG HOCKEY ASSOCIATION
WOMEN'S SECTION (HKHAWS)**

ANNUAL GENERAL MEETING

Minutes of Meeting

Date : 10th June 2014 (Tuesday)

Time : 7:00 p.m.

Venue : Kings' Park

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| 1 | <p><u>Attendance and apologies</u></p> <p>Committee Attendance –</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">Karina Lam</td> <td style="width: 20%;">(KL)</td> <td style="width: 50%;">Chairwoman</td> </tr> <tr> <td>Kay Bayliss</td> <td>(KB)</td> <td>Registrar</td> </tr> <tr> <td>Rhona Barr</td> <td>(RB)</td> <td>Honorary Secretary</td> </tr> <tr> <td>Kathy Chan</td> <td>(KC)</td> <td>Grounds & Fixtures Secretary</td> </tr> <tr> <td>Sophie Lau</td> <td>(SL)</td> <td>Tournament Secretary</td> </tr> <tr> <td>Claire Eadon</td> <td>(RS)</td> <td>Committee Member (Website)</td> </tr> <tr> <td>Joyce Lam</td> <td>(JL)</td> <td>Honorary Treasurer</td> </tr> </table> <p>Absent with apologies</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">Grace Wong</td> <td style="width: 20%;">(GW)</td> <td style="width: 50%;">Vice- Chairwoman</td> </tr> <tr> <td>Amy Lip</td> <td>(AL)</td> <td>Committee Member (Intl)</td> </tr> <tr> <td>Yii Sui Suet</td> <td>(SY)</td> <td>Committee Member</td> </tr> <tr> <td>Rinky See</td> <td>(RS)</td> <td>Umpire Secretary</td> </tr> </table> <p>In Attendance</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">Brenda Smith</td> <td style="width: 20%;">(BS)</td> <td style="width: 50%;">HKHA Vice-President</td> </tr> <tr> <td>Phoenix Wong</td> <td>(PW)</td> <td>HKHAWS Administration</td> </tr> </table> <p>Club Attendance –</p> <p>Antlers: So Hoi Ching, Lam Ho Yeung Aquila: Apologies Dutch: Apologies Elite: Janis Siu, Novia Chiu HKCC: Sophie Lau HKFC: Rhona Barr, Katie Saurin HKU: Susan Lam, Francis Chow, Celeste Cheng, Veronica Veron Cruz, Louilyn Pacquing KCC: Gabriella Kitney, Sabrina Kitney, Lisa Miller LHT: Apologies Police: Apologies Phoenix: Apologies Recreio: Gerry Xavier, Joyce Lam Shaheen: Tang Shi Him, Mak Lok Man, Miranda Hung Skyers: Apologies Valley: Claire Eadon Vitamin: Chau Tse Wai, Kwan Pui Ki, Shiu Hoi Yan Fiona Vets: Carol Giblin, Kim Roberts, Ida Wong</p> | Karina Lam | (KL) | Chairwoman | Kay Bayliss | (KB) | Registrar | Rhona Barr | (RB) | Honorary Secretary | Kathy Chan | (KC) | Grounds & Fixtures Secretary | Sophie Lau | (SL) | Tournament Secretary | Claire Eadon | (RS) | Committee Member (Website) | Joyce Lam | (JL) | Honorary Treasurer | Grace Wong | (GW) | Vice- Chairwoman | Amy Lip | (AL) | Committee Member (Intl) | Yii Sui Suet | (SY) | Committee Member | Rinky See | (RS) | Umpire Secretary | Brenda Smith | (BS) | HKHA Vice-President | Phoenix Wong | (PW) | HKHAWS Administration |
| Karina Lam | (KL) | Chairwoman | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Kay Bayliss | (KB) | Registrar | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Rhona Barr | (RB) | Honorary Secretary | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Kathy Chan | (KC) | Grounds & Fixtures Secretary | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sophie Lau | (SL) | Tournament Secretary | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Claire Eadon | (RS) | Committee Member (Website) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Joyce Lam | (JL) | Honorary Treasurer | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Grace Wong | (GW) | Vice- Chairwoman | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Amy Lip | (AL) | Committee Member (Intl) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Yii Sui Suet | (SY) | Committee Member | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Rinky See | (RS) | Umpire Secretary | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Brenda Smith | (BS) | HKHA Vice-President | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Phoenix Wong | (PW) | HKHAWS Administration | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| 2 | <p><u>Minutes of Previous AGM</u></p> <p>Minutes of the HKHAWS Annual General Meeting held on 24th June 2013 were confirmed. Proposed by Carol Giblin (Vets) and seconded by Gabby Kitney (KCC).</p> |
| 3 3.1 | <p><u>Committee Reports</u> <u>Chairwoman's Report</u> Presented by Karina Lam</p> <p>It is a very eventful year for the Women's Section. With 47 teams in the league and two pitches down, plus the occasional water outage in Happy Valley pitches and a busy international calendar, the Grounds and Fixtures Secretary and the Umpires Secretary have spent a lot of time working on the fixtures and umpire duties. Thanks to Kathy and Rinky who are always around to do the work.</p> <p>On the international front, the Women's Section has participated in three tournaments in the last twelve months: the Asia Cup in September, the East Asian Games in October and the Asian Games Qualification in February. These events have put on tremendous strain on our administration resources especially the Asian Games Qualification held in Bangkok. The political situation in Thailand has upset our plans with regards to accommodation and air ticket booking. As a result, we have also spent more than we have budgeted.</p> <p>Last year, we mentioned that the AHF has a new requirement for players representing Hong Kong, that they must be HKSAR or BNO passport holders. As such, over the last twelve months, the squad has transitioned into an entirely local-based one. Although we haven't recorded any victory in the period, the squad has gradually improved and has achieved results comparable to previous years.</p> <p>As for local tournaments, we have introduced the Hockey5s for the first time ever in Hong Kong. This new format enables simpler games with more goals. We hope to be able to hold another hockey5s tournament again in the coming season and bring more fun to the game of hockey.</p> <p>As the Hong Kong Hockey Association has become an incorporated body, the Women's Section bye-laws have to be amended accordingly. Later in the meeting, we will go over these minor changes.</p> <p>We understand the competition bye-laws have been outdated and we have taken great pains to update the entire document (a feat which has been taken up by the 2007-2008 committee but has not been completed) and to bring it in line with the Men's Section as far as possible. Thanks to Kay Bayliss, our registrar, who has taken the lead in this task. Also thanks to subcommittee members including Sophie Lau and Rinky See who have contributed a lot in determining the changes regarding player registration matters.</p> <p>A few of the current committee members have to step down due to their work commitments. I would like to thank them for their contribution in the last few years. For the new season, we have a few new faces joining us. I hope this will bring in new ideas alongside with the experience that we already have in the committee. I also hope that clubs can give us feedback and suggestions on how we can improve the running of the league and the promotion of the sport. I truly believe your inputs will be valuable for us to move forward.</p> |

3.2

Fixtures & Grounds Secretary's Report

Presented by Kathy Chan

This season the women's section had 47 teams competing in the league. The Premier Division had 7 teams, whilst other divisions had 8 teams. All divisions played two rounds. Unlike the previous season, premier division played two rounds instead of three rounds due to limited pitch availability and a busy international calendar during this season.

The season started early to allow for the possibility of disruptions due to the renovation of King's Park ground from October to April and the international competitions (Asia Cup, East Asian Games and Asian Games Qualifier). This resulted in a long season, starting in early September and finishing in the middle of May. Some games were played in mid-week due to limited Saturday pitch slots available. League games for different divisions generally finished at a similar time. However, hindered by the way the public holidays fell this year, there was a gap between the end of league and the start of the knockout tournament. We appreciate your support when issues like this arise and we understand that large gaps between games are not ideal.

The annual knockout tournament was arranged for the 1st (except the top team), 2nd, 3rd, 4th and the 5th division and a Holland cup tournament was arranged for premier division similar as what we did last year. In addition, we ran a 5-a-side and an 11-a-side tournament. The Hockey 5s is implemented as an alternative game for 2014 Youth Olympics by the Federation of International Hockey (FIH) based on a smaller number of players with simplified rules. The games were played at half of the normal pitch size with a shorter time. On the whole, players seemed to enjoy the tournament with a different format and the games were good and faster. The 11-a-side tournament at the start of the season was seen as a good warm up for the teams to start the season and we will continue with this next season. The date will be confirmed when the new committee convenes at its first meeting.

My recommendations to the incoming committee are as follows:

Firstly to review the international games calendar in the season in order to avoid any disruptions of the league games.

Secondly to consider different tournament formats so that players could have more fun from a variety of game experience.

Lastly, rather than walkovers, and wherever fair and reasonable to do so, to continue to encourage the playing of hockey.

Response from Gabby Kitney- At the Hockey 5's tournament there was confusion over rules with the umpires implementing different rules.

3.3

Umpires Secretary's Report

Presented by Karina Lam on behalf of Rinky See

There are 35 active umpires this season (umpires who have officiated one or more games) while the number of TPs stands at 33.

Umpires Section introduced this year a requirement that all registered umpires need to attend refresher course and umpire at least 2 games in this season to keep active status.

There are three refresher courses and only one beginners' course being organized in the entire season. However, due to late notice and a hiccup with the notice on the beginners'

course, attendance was low. Because of this, the penalty regarding one registered per team will be waived as we didn't provide enough opportunities for players to attend courses and being assessed.

Suggestions for the coming season:

- 1) WS has to make sure US provide enough courses for those who are interested in umpiring. If US cannot provide enough course, then WS needs to arrange on their own.
- 2) At least 1 month notice on courses and avoid having courses on game nights
- 3) Regarding on one registered per team. It might be better to consider for the whole club. For example, if a club has three teams in Division 4 and above, three registered umpires are required for the club.
- 4) All D5 teams need to attend Rule talk.

This season is much more difficult for me to arrange umpires, as KP has been closed for turfing, which has caused more single games on different pitches.

I really appreciate those who have helped umpiring in short notice. And many thanks to Kitty Yau, Andy Chan, Gerry Xavier, and Lindsay Lyons who have helped mentoring the TPs.

Thanks for the opportunity for me to learn so much on this position, give my best regards to all committee members who will be helping out in the future.

Response from Heather Deayton- There was no invitation to umpire games. We should be encouraging women's umpires to umpire games. The next committee should be asking women's umpires to find out who is willing to umpire games or mentor TP's. We need to use our pool of women's umpires as much as possible.

4

Treasurer's Report

Income and expenditure attached.
Presented by Karina Lam

We have participated in three international tournaments and hosted a local international tournament in the last fiscal year. Therefore, we have kept very stringent control on our expenditure. For example, we have spent around 260k for the Asia Cup held in Kuala Lumpur as against the 380k spent for the AHF Cup held in Singapore. We have spent 220k for the local international tournament held last August against a budget of 300k.

Since we have participated in three international tournaments and got subvention from the government in preparing for them, we have been able to cover coach costs from such funding.

Due to the savings achieved and the funding from the government, our cash and bank balances have increased slightly from last year. Come next year, we will not have as many international tournaments and therefore less funding from the government, the increased reserve will put us in a very good position in order to sustain our activities.

Response from Brenda Smith- Karina Lam should check the accounts statement as they currently don't balance and there may be something missing. A revised account should be sent out to convenors.

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| <p>5.</p> | <p><u>To pass Women's Section Bye-Laws</u></p> <p>Kay Bayliss updated everyone on the amendments to the Byelaws in 7.1, 16 and 20, which including the code of conduct and the appeals process. The changes made are in the wording of the byelaws in order to bring them in line with the Men's sections.</p> <p>Proposed by Gerry Xavier (Recreio) Secoded by Kim Roberts (Vets).</p> |
| <p>6.</p> | <p><u>Election of Office Bearers</u></p> <ol style="list-style-type: none"> 1. Chairwoman – Karina LAM 2. Vice-Chairwoman – Amy LIP 3. Hon. Secretary – Rhona BARR 4. Hon. Treasurer – Joyce LAM 5. Grounds & Fixtures Secretary – CHAN Ka Yee (Kathy) 6. Registrar – Kay BAYLISS 7. Umpires Secretary – Rinky SEE 8. Tournaments Secretary – Fiona SHIU 9. Committee Member (Development) – Kammy SO 10. Committee Member (Website) – Serena KWOK 11. Committee Member (International Liaison Manager) – Miranda HUNG 12. Committee Member (PR) – MOK Ka Man 13. Committee Member – Gabby KITNEY <p>All of the above posts unanimously carried forward. Nominations from the floor for the unfilled posts were invited; however no further nominations were forthcoming.</p> |
| <p>7</p> <p>7.1</p> <p>7.2</p> | <p><u>Any Other Business</u></p> <p><u>Increasing number of games played</u> (Gabby Kitney) This is especially true in the Premier division. Though it is understood that there were pitch constraints this season, it was a very stretched out season when you only play 12 or 14 games. The incoming committee will need to ensure that they have enough games and this will be more likely to happen given that 2 pitches back in action. The question was raised as to how much influence do we have over LCSD? Surely we should be allowed our main stadium mid-season. Unfortunately it was presented to council as a fait accompli but hey said they would make more pitch space available, which they have, at Boundary street and Happy Valley 2. There is a possibility that Happy Valley might be redone though it is still in the pipeline. Another question raised was the possibility of new pitches. There is a new stadium in Lai Chi Kok but it will not be ready for 5 years, and we are trying to ask them to build 2 pitches instead of 1.</p> <p><u>Boundary Street</u> (Gerry Xavier) At nighttime, the lighting is very bad and playing at this time is dangerous. Karina Lam will raise this issue at the next council meeting.</p> <p>Additionally at Boundary Street the footballers are moving goal posts whilst teams are still</p> |

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| | <p>in the middle of the game and as a result the game is shortened. To prevent this, any game that's running late should be cut short and this is the umpires and captain's job. This needs to be brought up at the convenor's meeting and we need to inform the umpire's section.</p> |
| 7.3 | <p><u>Kit Fines</u> The issue was raised over fair implementation of kit fines given that it only appears to be 1 person implementing it. Committee members, umpires and captains can write comments on the match cards and these would be brought forward to committee meetings for fine consideration.</p> |
| 7.4 | <p><u>Short Notice of Tournaments</u> Unavoidable, had to keep amending the fixtures. Playing late in the day was issue. Need to be more notice for general time slot, even if actual fixtures need to be amended nearer the time.</p> |
| 7.5 | <p><u>Competition Bye-Laws</u> The main changes are in relation to visiting player registration and player movement. In order to be in line with FIH rules a letter of no objection must be provided by Premier visiting players.</p> |
| 7.5.1 | <p><u>Visiting Players</u> Dutch asked for clarification of the visiting players rules. If it is new player registering then they must sign statutory declaration that they are not currently suspended or under disciplinary action in their home hockey league. The governing bodies might not give these letters, however, we must comply with FIH rules. It's not a new rule, just being implemented more strictly as player movement has increased. There is a charge for registering visiting player \$300. It has been suggested that we should be in line with MS, who have 5 plays, play 5 games but the ladies do not have the need as we don't play as many games. The women's section could agree a pro rata with the men (e.g. a % of games).</p> |
| 7.5.2 | <p><u>New Player Movement rules</u> Clubs must get approval from the committee to play for a lower team. Before the beginning of the season approval is not needed. But once season begins permission must be obtained in order to move down teams. The question was raised on how the committee would implement this rule and it was decided that there must be leeway at the beginning of season. Additional player movement rules include that there is to be no player movement in or out of the Premier teams for the first 2 games of the season. There will also be a transfer fee of \$300 during the season and clubs may only complete 2 transfers in 1 season with the transfer deadline being 1st February.</p> |
| 7.6 | <p><u>Fines listed in schedule</u></p> |
| 7.7 | <p>Award Presentation Most Promising Junior Tiffany Chan Most Improved Goalkeeper Katie Saurin</p> |

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| | Most Outstanding Player Leigh Cummings |
| | Service to Hockey Award <ul style="list-style-type: none">• No winner |
| | Premier Division Top Goal scorer <ul style="list-style-type: none">• Leigh Cummings |
| | Meeting closed at 8.45pm |
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Signed as a true and accurate record of the meeting:

Ms Karina Lam
Chairwoman HKHA(WS)

Date:

HONG KONG HOCKEY ASSOCIATION - WOMEN'S SECTION
STATEMENT OF INCOME AND EXPENDITURE
FOR THE YEAR ENDED 31ST MARCH 2014

| | <u>2014</u> | <u>2013</u> |
|---------------------------------------|---------------------------|--------------------------|
| INCOME | | |
| Income from Clubs and Players | 512,150.00 | 535,050.00 |
| Subvention | 1,370,797.34 | 588,716.00 |
| Sundry income | 1,000.36 | 6,353.36 |
| | <u>1,883,947.70</u> | <u>1,130,119.36</u> |
| Less: Expenditure | | |
| Local competitions | (148,242.50) | (142,773.80) |
| Overseas tournaments | (1,427,287.68) | (382,264.03) |
| Visiting Team from Jilin, China | - | (97,236.70) |
| 2nd Women's Invitational Tournament | (221,124.40) | - |
| Squad coach, equipment and training | (134,651.40) | (495,210.09) |
| HA 80th Anniversary celebration | (24,260.35) | |
| Workshops and trainings | (7,103.00) | - |
| Sundry expenses | (6,375.89) | (5,873.80) |
| Part-time staff salary | (13,030.50) | (10,500.00) |
| | <u>(1,982,075.72)</u> | <u>(1,133,858.42)</u> |
| (Deficit)/Surplus for the year | <u><u>(98,128.02)</u></u> | <u><u>(3,739.06)</u></u> |
| | | |
| Cash and bank balances at 31 March | <u><u>882,405.29</u></u> | <u><u>762,658.31</u></u> |