

**THE HONG KONG HOCKEY ASSOCIATION
WOMEN'S SECTION (HKHAWWS)**

ANNUAL GENERAL MEETING

Minutes of Meeting

Date : 19th June 2017 (Monday)
Time : 7:30 p.m.
Venue : Kings' Park

Attendance -	Rhona Barr (RB)	Chairwoman
	Grace Wong (GW)	Vice Chairwoman
	Noel Chau (NC)	Honorary Secretary
	Yii Sui Suet (SY)	Honorary Treasurer
	Kay Bayliss (KB)	Registrar
	Leela Patel (LP)	Grounds & Fixtures Secretary
	Kitty Yau (KY)	Umpire Secretary
	Eunice Tong (ET)	Tournament Secretary
	Kathy Chan (KC)	Committee Member
	Karina Lam (KL)	Committee Member
	Brenda Smith (BS)	HKHA Vice-President

Absent with apologies

Heather Galbraith (HG)	Committee Member
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In Attendance

Janice Chan (JC)	HKHAWWS Administration
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1	<p><u>Attendance and apologies</u> Apologies received from Skyers, Aquila</p> <p>Attendance – Antlers: Christine Tang, Au Wai Chung, Rachael Coyotez: Ma Siu Yan, Chan Ka Yee Dutch: Lisanne de Bie Elite: Phoebe Mak HKCC: Jane Farrelly, Sophie Lau, Mari Chow HKFC: Emma Sturgess, Lynsey Edgar HKU: Karina Lam, Susan Lam KCC: Eva Thometz, Eunice Tong, Yii Sui Suet Khalsa: Pannu Singh LHT: Lee Pui Ying Phoenix: Yick Sze Man Recreio: Yim Hoi Ling Shaheen: Kitty Yau Valley: Leela Patel Vets: Lindsay Lyons, Catriona Gourlay</p>
2	<p><u>Minutes of Previous AGM</u></p> <p>Minutes of the HKHAWWS Annual General Meeting held on 20th June 2016 were confirmed. Proposed by Eva Thometz (KCC) and seconded by Emma Sturgess (HKFC).</p>

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3.1

Committee Reports

Chairwoman's Report

Presented by Rhona Barr

We have had another entertaining season, with lots of competitive games and fierce rivalries. Unfortunately, we were not able to accept new teams into the league and dropped to 47 teams this past season. We hope to change that in the coming season, accepting new teams and expanding the league. It is always great to see new teams and clubs develop. Thank you for your patience with HV being out of action most of the season and with some last-minute changes once it was. We've done our best to minimise disruption but obviously we were unable to avoid it completely, and this noticeably affected the 5 aside specifically.

Hockey is not a static sport and we are trying to adapt Women's hockey in Hong Kong to make it better and to keep up with the times. As you are representative of women's hockey we appreciate your input on any initiatives we do try. With regard to the questionnaire we asked you to fill out, there was overwhelming support in favour of maintaining dual registration for goalkeepers, so this will be kept in the byelaws.

Clubs responded favourably to electronic match cards and though there are teething problems that still need to be ironed out, we will be using e-match cards exclusively next season. I'd like to thank Karina Lam for all her hard work behind the scenes on the e-match card system. There was a mixed response to how many games teams would prefer in the knockout cup and one day tournaments, but there was a slim margin in favour of 2 games, and no one day tournaments. Our promotion and relegation policy were probably the most hotly contested part of the questionnaire.

Though some clubs liked the idea of having a playoff, automatic promotion and relegation had slightly more votes. Whether we automatically relegate 1 or 2 was tied, and after discussions at committee level we suggest to the next committee to have 1 up and 1 down as sometimes the gap between 1st and 2nd or last and 2nd last is larger than hoped. This is in addition to the recommendation of evening up the size of each division. Our final question pertained to the size of the Premier and whether to promote 2 teams from division 1 and then splitting. Clubs were overwhelmingly in favour of moving to 8 teams in the Premier, which is in line with my previous suggestion of having regular division sizes.

Another area we are trying to implement improvements and stability is with our National squads. The senior squad attended World League Round 1 & 2, AHF cup and Asian Games Qualifiers. We are trying to increase transparency with team and squad selections, and to make players more aware of what the end goal for the current cycle is. Heather Galbraith has put a lot of work into this, including developing our plan for the next 18 months. I'd like to thank her for her efforts. We've introduced a strength and conditioning programme for the athletes and are trying to ensure regular international exposure to increase the experience of the squad, especially the juniors. Our invitation to World League round 2 was such an example; it is not often we get the opportunity to play European teams, and it was an amazing experience for the girls. Additionally, holding a junior invitational tournament instead of a senior one in March gave the junior squad exposure to hockey at that level and

to start to learn the expectations of being part of a national team. This is still a work in progress, and an area we hope to focus on in the coming season.

I'd like to thank the outgoing committee for all their hard work this season, especially my vice chair Grace Wong and our office staff who work tirelessly behind the scenes.

3.2

Fixtures & Grounds Secretary's Report **Presented by Leela Patel**

This season has presented various challenges due to the unavailability of the two pitches in Happy Valley for most of the season and I would like to thank the majority of the clubs for their patience, understanding and co-operation which was greatly appreciated.

There were 47 teams playing across 6 divisions in the women's league this season. This was one less team than the previous season. We continued with one of our objectives from the previous season to gradually increase the number of players competing in the highest division thus creating more opportunities for players eligible to play for the national team to experience hockey at a higher level. Additionally, we wanted to provide more depth by once again promoting the winner and runner up of division one after the first half of the season into the Premier B division comprised of the two promoted teams and the bottom two teams of the Premier division after completion of two rounds before the Christmas break.

At the start of the season there were 6 teams in the Premier division, 10 teams in division one, 7 teams in division two, 8 teams in division three, 9 teams in division four and 7 teams in division five. The Premier division played two rounds before being split into Premier A comprised of the top four teams and Premier B as discussed above. The remaining teams in division one and divisions two to five each played a second round after Christmas. An additional half round was played by the teams in divisions two and five to ensure a more comparable number of games for all teams across all divisions and also ensured a similar number of league games as the previous season despite the limited pitch availability.

Having a similar number of league games as the previous season was made possible by, starting the league at the beginning of September, foregoing the usual pre-season one day tournaments and changing slightly the format of the knock-out tournament. In addition, matches had to be completed within a tighter schedule of 90 minutes reducing the warm up time for teams. This was followed at most venues but apparently there were difficulties from time to time causing the 18:30 matches to start over 30 minutes late. This will be looked at again before next season to see what measures are required to prevent this. In addition, more teams had to play weeknight games (including at Lok Fu). Nor could no play dates be accommodated or matches easily rescheduled. We appreciate your understanding on these limitations. The committee would like to thank Hong Kong Football Club for their ongoing support allowing matches to be moved there at short notice when games had to be postponed due to extraordinary circumstances.

The only one day tournament that took place this season was the 5-a-side tournament. Unfortunately, various problems arose during these tournaments including being forced to hold the tournament at Lok-Fu where little or no equipment was readily available. However, the committee is already looking into this to ensure such problems are avoided next season.

My recommendations to the incoming committee are as follows:

- Circulate fixtures for all league games and allocate pitches slots for knock-out tournament matches and one day tournaments at the start of the season so that teams are aware of their playing commitments for the entire season and can plan accordingly thus reducing the risk of clubs making last minute requests to change fixtures or conceding walkovers. In order to achieve this the following could be considered:
 - ensure divisions are of similar sizes and number of rounds consistent to avoid the need of creating half rounds which cannot be finalized until completion of the earlier round(s);
 - participation in the knock-out tournament compulsory for all league teams to enable to the structure of the tournament to be set and pitch slots allocated before the start of the season.
- Enable teams to play more matches during the season by incorporating a round robin format before the quarter final stages of the knockout tournaments.
- The 5-a-side tournament should be held at the two pitches in Happy Valley so that there is easier access to more boards and equipment.

3.3

Umpires Secretary's Report

Presented by Kitty Yau

In the 2016 -2017 season there were 4 refresher courses and 2 beginner courses that were organized by HKHA umpire section, apart from Umpire Section, Women's Section had arranged one rule talk night for new team or any team didn't have any register umpire.

Women's Section committee required that each club needed to have the same number of registered umpires as teams since 2014 – 2015 season. After 2 years' time mostly all the clubs have fulfilled the requirement except 3 clubs but one is new club in this season, so it is two club hasn't meet our requirement.

There are 8 new ladies umpires registered this season, so the total number of ladies registered umpires is now 62. There are 50 re register female umpires who have officiated two or more games during the season. However, out of the 50 female umpires, there are 4 umpires who took the refresher course but didn't fulfil the basic requirement of the HKHA Umpires Section. As a result, there is a chance they will be taken off from the umpire list.

In the season, Women's Section has required Premier and Division 1 team need to use female umpire to do the club duty. I understand it was some difficulties for some of the clubs but it shows out that there is some improvement. I will request Women's Section to expand this requirement to Division 2 in this season and the final decision will announce later.

I would like to this opportunity to appreciate Debby Tang, Rinky See, Melanie Watt, Lindsay Lyons, Dreamy Ya, Boel Chiu, Tiffany Chan etc and some male umpires who helped me out with most of the umpire appointments this season.

Finally, I would like to thanks all the club convenors for your support, co-operation and patient throughout the season.

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Treasurer's Report

Income and expenditure attached. Presented by Snowy Yii

We have participated in two international tournaments, joined national games qualifier and hosted an international tournament at our King's Park Hockey Ground in the last fiscal year. Youth girls also joined an exchange program at Singapore.

For tournament that our ladies team participated, a summary table below listed the rough spending for each tournament & exchange programme.

Tournament	Duration	Location	Expense
World League Round 1 (For senior team)	9/4 to 17/4/2016	Singapore	257K
4 th Women's AHF Cup 2016 (For senior team)	1/10 to 9/10/2016	Bangkok, Thailand	258K
World League Round 2 (For senior team)	14/1 to 22/1/2017	Kuala Lumpur, Malaysia	253K
13 th National Game Qualifier (For senior team)	14/4 to 24/4/2017	Changzhou, China	224K
4 th Women's Hockey Invitational Tournament (For Junior team)	31/3 to 2/4/2017	Hong Kong	257K
Singapore Exchange Programme (For Junior team)	12/2017	Singapore	186K

Coaching costs and pitch expense for national team coaching are funded by subvention from government.

After a busy year for national team, our financial status has less advantage comparing with last year. Reimbursement for national game expenses is expected from government in coming year, separated from LCSD subvention.

Registration fee received was slightly less than last fiscal year with only 47 teams

	<p>registered. For next fiscal year, it is expected to receive more registration fee as we have no more limitation in league team accepted due to pitch maintenance. Our section is looking forward to obtain sponsorship from outside parties to subsidize our further development in hockey.</p>
5.	Election of Office Bearers
5.1	<ol style="list-style-type: none"> 1. Chairwoman – Rhona BARR 2. Vice-Chairwoman – Noel CHAU 3. Hon. Secretary – 4. Hon. Treasurer – 5. Grounds & Fixtures Secretary – Leela PATEL 6. Registrar – 7. Umpires Secretary – Kitty YAU 8. Tournaments Secretary – Eunice TONG 9. Committee Member (Liaison Officer) – Karina LAM 10. Committee Member (Social Media) – Kathy CHAN 11. Committee Member – Moka MOK 12. Committee Member – Christine WOOD 13. Committee Member – Mari CHOW 14. Committee Member – Jane FARRELLY 15. Committee Member – Heather GALBRAITH <p>The above nominations were unanimously carried forward.</p> <p><u>Honorary Secretary</u> Leela (Valley) nominated Lindsay Lyons (Valley) as Hon. Secretary. Eva (KCC) seconded.</p> <p><u>Hon. Treasurer</u> Eva (KCC) nominated YII Sui Suet as Hon. Treasurer. Leela (Valley) seconded.</p> <p><u>Registrar</u> Leena (HKFC) nominated Lynsey Edgar (HKFC) as Registrar. Lindsay(Valley) seconded.</p> <p><u>Committee Members</u> Eva (KCC) nominated Eunice Tong (KCC) as Tournament Secretary. Leela (Valley) seconded.</p> <p>Eva (KCC) nominated Heather GALBRAITH (KCC) as Committee Member. Leela (Valley) seconded.</p>
6	Any Other Business
6.1	<p>Appreciation to WS Committee 16/17 Rhona thanks the Committee for their effort in development of hockey. Rhona thanks to Brenda Smith for her continuous work towards the development of Hockey as she will be retired from the HKHA Vice President position.</p>
6.2	<p>Votes of thanks Karina proposed a vote of thanks to Rhona for her hard work in past season.</p>
6.3	<p>Award Presentation Joint Premier Division Top Scorer – Leigh Cumings</p>

	Joint Premier Division Top Scorer – Christine Dorward
	Most Promising Junior – Chui Hay Yan, Yammi
	Most Improved Goalkeeper – Liu Xinyao
	Most Outstanding Player – Olivia CHIU
	Service to Hockey Award – Karina Lam
	Top Scorer Outside the Premier – Chui Hay Yan, Yammi
	Meeting closed at 8.35pm

Signed as a true and accurate record of the meeting:

Ms Rhona Barr
Chairwoman HKHA(W.S)

Date:

THE HONG KONG HOCKEY ASSOCIATION - WOMEN'S SECTION

INCOME STATEMENT FOR THE YEAR ENDED 31 MARCH 2017

	<u>2017</u>	<u>2016</u>
INCOME		
Income from Clubs and Players	448,200.00	528,200.00
Subvention	1,097,021.09	1,311,114.00
Sundry income	6.95	25,810.84
	<u>1,545,228.04</u>	<u>1,865,124.84</u>
LESS: EXPENDITURE		
Local competitions	151,872.30	160,335.90
Oversea tournaments	793,989.27	566,470.12
Women's Invitational Tournament	247,054.80	224,517.90
Squad coach, equipment and training	433,000.96	333,717.02
National Games preparation	47,136.40	-
Umpiring and coaching course	16,890.61	-
Audit fee	5,000.00	5,000.00
Sundry expenses	6,195.70	1,400.00
Staff salary	13,092.58	25,262.14
	<u>1,714,232.62</u>	<u>1,316,703.08</u>
(Deficit)/Surplus for the year	<u>(169,004.58)</u>	<u>548,421.76</u>

STATEMENT OF FINANCIAL POSITION AS AT 31 MARCH 2017

	<u>2017</u>	<u>2016</u>
ASSETS		
Accounts receivable and prepayments	200,409.10	546,256.30
Amount due from Council	544,282.13	440,271.52
Cash and bank balances	507,780.49	404,780.21
	<u>1,252,471.72</u>	<u>1,391,308.03</u>
LIABILITIES		
Accounts payable	35,168.27	5,000.00
	<u>35,168.27</u>	<u>5,000.00</u>
Net assets	<u>1,217,303.45</u>	<u>1,386,308.03</u>
RESERVES		
Accumulated surplus brought forward	1,386,308.03	904,610.27
Transfer to Saving reserve in Council	-	(66,724.00)
Accumulated surplus brought forward after transfer	<u>1,386,308.03</u>	<u>837,886.27</u>
(Deficit)/Surplus for the year	<u>(169,004.58)</u>	<u>548,421.76</u>
Accumulated surplus carried forward	<u>1,217,303.45</u>	<u>1,386,308.03</u>