



General Meeting Minutes Rugby Supporters Group

Date & Time of Meeting	Monday 9 th September 2024, following AGM 6.50pm
Location	Sutton Building, St Pauls School

1. Attendance

School Representatives	Committee Members	Visitors
Andrew Thomas (Head of Rugby) Amanda Barratt (Head of Junior School Rugby)	Hugh McGregor Dennis Toovey Debra Marshall	Ben Page Kirsty McGregor Rachael Siebuhr
Apologies		
Nicole Stevens		

2.

Moved: Hugh McGregor Seconded: Debra Marshall

3. Presidents Report

As per the AGM held on the same night, welcoming our new president elect Hugh McGregor and confirming new positions as;

- Dennis Toovey – Vice President
- Debra Marshall – Treasurer
- Debra Marshall – Secretary (Acting)

Committee members to be nominated and to be ratified at next meeting: Kirsty McGregor, Ben Page, Rachael Siebuhr

4. Treasurers Report

Our Financial Position as at 9th September 2024

- Opening Balance 1 January 2024 = \$36,774
- Closing Balance at 9th September 2024 = \$18,944

- Against projected closing balance for 2024 season of \$22,900
- Variance mainly driven by
 - Lower than expected Rugby Dinner takings on the night (\$1,500)
 - Season pennants, trophies over budget (\$1,100)
 - Cost of food & drinks for hosting NZ Teams (\$1235)
- Items to review for 2025 include; cost of canteen food and drink, ensuring rugby dinner is cost neutral, and cost of pennants.
- During remainder of 2024 calendar year expecting \$17,500 of sponsorship money to come in and to pay St Paul's a contribution for CoA medals. Therefore projecting an opening season balance of \$36,494.
- Draft 2025 season budget to be shared at the next meeting.

5. Head of Rugby Report

Training Shirts

- Design proofs for 2025 Training Shirts presented to Committee, voted Design Number 2 with the black option for the Firsts team.
- JTAS need smaller sizes, AT and AB to connect on sizing before order
- Review of proposed cost \$28 vs local provider (GAME) at \$35 per shirt, agreed to use Dynasty again but they must waive the shipping fee this year.
- Agreed to sell old stock from previous years at a discounted price at the Welcome to Rugby Event
- AT to finalise sizes and required quantities for the order
- AT and Hugh to finalise current sponsor artwork
- Need any new sponsors finalised before signing off final shirt proof.

Updates from St Pauls School

- Association Oval will be getting new removable rugby posts (i.e. installed for Term 2 Rugby) and pitch to be widened. Request for RSG to provide Goal Post Pads, supported by Committee - AT to provide a quote.
- New training balls and game balls including JTAS sizes have been ordered (paid by School)
- As per last year the school will provide the playing kit for the firsts team. Request for RSG to provide replacement playing kit for other year levels x 2, supported by Committee – AT to provide a quote.
- Concussion protocols are being discussed in school (in relation to all activities, not just sport).
- Main Scoreboard not yet installed, unclear as to delay – faulty?

Sevens Tournament

- Held at JPC Saturday 2nd November, St Pauls will have 4 teams; 1 x U15 Boys, 1 x U15 Girls, 1 x U13 Boys and 1 x U13 Girls

- JTAS Sevens Tournament cancelled although James Pritchard at QLD Rugby is looking into it.
- Coaches for the Rugby 7's will be; Andrew Fanning (U15 Boys), Andrew Thomas (U15 Girls), Matt Hall (U13 Boys) and TBC (U13 Girls).
- Training will be Wednesday afternoons first 4 weeks Term 4
- Those joining Rugby 7's who don't already have one will get a 2024 RSG Training Shirt from AT
- No other support needed from the RSG

TAS 2025 Draw

- TAS 2025 Rugby Draw has been finalised, AT checking 1 or 2 things and will then circulate to RSG
- Broadly speaking there are away games against Ormiston, Canterbury and JPC with back to back home games for St Pauls.

Pre Season Preparation and Training

- AT confirmed pre season training on Wednesday in Term 1 for 6 weeks starting Wednesday 26th February.
- AT plans to hold two trials for the firsts team.
- Trials and Selection Process for Captain of Rugby to be concluded before Welcome to Rugby event.

Vevo Camera

- Grydale / Andrew Fanning have gifted the school a Vevo Camera and pole and first year's subscription.
- Request from RSG and other supporter groups to fund subsequent years subscription (2026 onward), as an example West Mac pay \$125 per month to record 4 games on their main oval.

2025 Coaches and Managers

- Agreement that coaches need to be locked in for next year by end of Term 4. Managers must also be members of staff, however teams can have a Parent Team Coordinator. Deb in her capacity as secretary to find and table the PTC description for our next meeting.
- Coaching for 2025 - TAS
 - Opens – AT plus one other (Jae TBC), Manager TBC
 - Year 10s – Andrew Fanning, Manager TBC
 - Year 9s – Jack O'Hare, Manager TBC
 - Year 8's - TBC, TBC
 - Year 7's - TBC, TBC

6. Head of Junior School Rugby Report

2025 Coaches and Managers

- Agreement that coaches need to be locked in for next year by end of Term 4.
- Managers must also be members of staff, however difficult to find in Junior school
- Teams can have a Parent Team Coordinator. Deb in her capacity as secretary to find and table the PTC description and table for our next meeting.
- Coaching for 2025 – JTAS – tentative options are Glenn Patrick (Year 5 Parent in 2025), Hudson McCarthy, Andrew Auckland, Logan Stansfield.
- Consideration to be given as to best match for JTAS players or for Year 7 / Year 8 teams that also need coaches.

JTAS Support 2025

- RSG is requested to provide water bottles for JTAS kids, AT to provide a quote for 20 bottles.

7. General Business

Sponsorship

- We have 3 confirmed sponsors for 2025; Grydale (\$17,500) and RTM Cloud (\$5,000) and the makers of Hydrolyte (product only)
- While we don't need massive amounts of additional sponsorship it's would be great for our engagement with our rugby community to share an updated prospectus and see if any other families / organisations want to get involved as longer term sponsors will eventually move on (when their children graduate)
- AT to find the latest prospectus and review it before sharing with Hugh / Committee ASAP

Welcome to Rugby

- Discussed and agreed Friday 21st March 2025 for Welcome to Rugby (avoiding other school activities / sports)
- We want to announce Captain of Rugby and First team so these selection processes need to be completed before 21 March.
- Discussed and agreed to repeat 2024 with sausages including a small variety of flavours and a vegetarian option (e.g. vege skewers)

Caps for Firsts Team

- Caps for Firsts – introduced at Rugby Dinner 2024, AT would like to present these to players at the Welcome to Rugby Event in 2025
- Caps are awarded in sequential number order from 1 onwards (we are currently at around 600 and something, with AT being cap number 300 and something!).
- Caps are sized (i.e. S,M,L) so it can be tricky to know which sizes to pre purchase.. We could ask players to provide their head diameter in the registration (alongside their t-shirt size) for year 10,11,12.
- AT proposed only Year 12's would be presented with the cap, although they may have already played in the firsts in Year 11 (or even Year 10).

Alternatively the Committee proposes we should present caps to all players selected for the firsts who don't already have one (in 2025 that would be all of them, in subsequent years it would be presented to those selected for the firsts team for the first time).

- Caps are approximately \$60 each, AT to get a Quote for 25 caps and find out timeframe for delivery (Australian made)
- Intention for firsts players to wear their caps on game day.

Rugby Supporter Group Merchandise

- Agreement that this would be a great idea especially to pre-order via a website.
- AT to talk to Dynasty, looking for a RSG T-Shirt (with or without collar) and a Hat (Sports Cap)
- We have some old stock that we could sell off cheap at the Welcome to Rugby Event – to be confirmed what stock we have left.

Canteens

- AT suggested we are no longer going to provide food and drink free of charge to visiting firsts team. AT to confirm whether that is all visiting firsts teams or only the ones who don't agree to reciprocate?
- Discussion around margin, food waste and changes for 2025. Kirsty mentioned using the I-pad is really helpful to better understand what we sell most of. Noted Lollies are a good margin product should do again in 2025.
- Canteens are our biggest fund raising opportunity and we need more volunteers in 2025, we need to better organise teams and parents to contribute by pre-allocating days, times to teams.

Rugby Dinner

- Kedron Wavell already booked for Saturday 14th June 2025
- General agreement to use same venue, same buffet style menu (potentially different menu items), to supply soft drinks for the players.
- Event should be cost neutral at least, so budget planning pre event will be important in 2025
- Other areas for improvement in 2025 include the table allocation map at the event (for some reason not provided by Kedron Wavell in 2024 and was a bit chaotic), pre bundling raffle tickets for easier sales, advertising big raffle prize in advance.

Rugby Tours

- St Pauls School requirements for staffing ratios on international tours is prohibitive. General agreement that if international tours are off the table then Australian tours should be considered for Opens team.
- Year 9 Tour in 2024 can serve as a template for Year 9 Tour 2025, we need a quote for 2025 to be able to talk to Year 9 2025 Coach / Manager / Parents about costs.
- Opens Tour in 2025 could be done in Australia. To be discussed further.

8. Actions

Date	Action	Who	When
09/09/2024	Sponsorship Prospectus circulated to committee	AT	ASAP
09/09/2024	Sponsorship Prospectus circulated to parents and FB page along with next RSG meeting date	Hugh	ASAP
09/09/2024	TAS Rugby Draw 2025 to be circulated	AT	ASAP
09/09/2024	Notify School of dates for school calendar (Welcome to Rugby, Rugby Dinner, RSG Meetings)	Deb Marshall	ASAP
09/09/2024	Training Shirts Sizes and Quantities Confirmed	AT (TAS) AB(JTAS)	ASAP
09/09/2024	Confirm Artwork for Training Shirts with Sponsors (Grydale, RTM Cloud, Hydralyte)	AT and Hugh	ASAP
09/09/2024	Confirm Coaches for 2024	AT and AB	Monday 4 th November
09/09/2024	Committee members to complete nomination form and be ratified at next meeting.	Kirsty McGregor, Ben Page, Rachael Siebuhr, Deb (for Secretary)	Monday 4 th November
09/09/2024	Find a new Treasurer (or Secretary)	All Committee Members	Monday 4 th November
09/09/2024	Draft 2025 Budget to be presented next meeting	Deb Marshall	Monday 4 th November
09/09/2024	Quote - Goal Post Pads Association Oval	AT	Monday 4 th November
09/09/2024	Quote - New playing kit x 2	AT	Monday 4 th November
09/09/2024	Parent Team Coordinator Document updated and shared with Committee	Deb Marshall	Monday 4 th November
09/09/2024	Quote for Caps for Firsts x 25 caps plus timeframe for delivery	AT	Monday 4 th November
09/09/2024	Talk to Dynasty about RSG Merch (Tshirt, Cap) and a pre-order portal.	AT	Monday 4 th November
09/09/2024	Quote for JTAS Water Bottles x 20	AT	Monday 4 th November
09/09/2024	Quotes for Rugby Tours in Australia for Year 9 and Opens	AT	
09/09/2024	Communicate selection process for Captain of Rugby and Firsts to relevant parents / students	AT	January 2025
09/09/2024	Sell old training shirts at Welcome To Rugby Sell old supporter gear at Welcome To Rugby	AT (Provide Stock) Treasurer (Pricing)	March 2025

9. Key Dates for RSG 2025

November / December 2024 <ul style="list-style-type: none">Monday 4th November 6.30pm RSG Meeting, Sutton Building	January / February 2025 <ul style="list-style-type: none">Weds 26th February Pre Season Training Starts
March 2025 <ul style="list-style-type: none">Pre Season Training Weds 5th / 12th / 19th / 26thWelcome To Rugby Event Friday 21st March	April 2025 <ul style="list-style-type: none">Pre Season Training Weds 2nd
May 2025	June 2025 <ul style="list-style-type: none">Rugby Dinner Saturday 14th June, Kedron Wavell
July / August 2025 <ul style="list-style-type: none">AGM Monday 11th August 2025, 6.30pm, Sutton Building	September / October / November 2025

Next RSG Meeting Monday 4th November 2024, 6.30pm in Sutton Building.

Meeting Finish Time 7.15pm.