



MCC Annual General Meeting 2025-26

July 18th 2025

Location : Wunggurrwil Dhurrung Centre

Wyndhamvale – VIC 3024

Time: 6 PM

Mambourin Cricket Club

Registered Address:

91 Callaway St

Mambourin, VIC – 3024

Phone: +61 410042693

www.mambourincricketclub.com.au

ABN - 16 718 932 585

MAMBOURIN CRICKET CLUB



Introduction

- **President – Note of Thanks**

- **About the last season**
- **Thank you note to existing members**

Attendees: Pravin Kumar [PK], Ravi Sam [RS], Ramesh Thangarajan [RT], Amit Gupta [AG], Sagar Patel [SP], Vinoth Balu [VB], Jafer Ali Khan Mohammed [JM], Rajesh Muthukrishnan [RM], Nagesh Naidu Bothapu [NB], Vani Parmathi [VP]

Apologies: Pavan Murthy [PM], Madhushree Reddy [MR]

MCC Committee Members Info

General Guidelines

1. **General Member Rules:**
 1. **2 types of members in the MCC Committee**
 1. **Board Member (President / Administrator / General Secretary / Treasurer)**
 2. **Ordinary Member (Vice President / Registrar/Secretary/Coordinator)**
 2. **Board members will be elected for their roles during the AGM via a voting process by MCC Committee.**
 3. **Ordinary members will be assigned roles by the newly elected President in consultation with the Board Members.**
 4. **Any member who has not performed their role would be discharged from their membership during the season via a voting process**
 5. **All members must sign a Committee Membership Agreement.**
 6. **All members cannot represent another club in any competition in the same division/grade in which MCC's team participates that season.**
 7. **To join MCC Committee as a new member, a referral from 2 existing Board members are required.**

2. **All Member General Responsibilities:**
 1. **To contribute for club's development**
 2. **To bring in new sponsors**
 3. **To attend all club meetings**
 4. **To promote Club values in the community**
 5. **To fulfill the role responsibilities assigned and accepted during the AGM**



President

1. Associations/ Clubs Networking
2. Preside MCC Events
3. Conflicts Resolution
4. Inter – Club Events and Relationship Management
5. Club Development & Sponsorships

Treasurer

1. Bank Accounts
2. Club Finance Management and Reporting
3. Manage Registrar
4. Uniforms Order Management
5. First Aid Officer

General Secretary

1. Manage Members Communications
2. Manage Club Inventory
3. Support Uniform Management
4. Manage Coaches
5. Club Transports Management

Administrator

1. Run AGM and handle Committee election
2. Tax Duties / Council / Legal Duties
3. Manage Event Coordinators
4. Manage General Committee queries
5. Manage Training Coordinators (Seniors / Juniors)

(There are **additional club duties** that will arise during the season and all Board Members are responsible to fulfill the duties on behalf of the club.

Board Members will be expected to spend at least **20 hours per week** for club duties)

MCC Board Member Roles



MCC Ordinary Members Roles

VICE PRESIDENT Seniors

1. Manage and Coordinate with Senior Captains and Team Managers
2. Attend WSCCCA Meetings
3. Attend Senior Tribunals
4. Manage Senior queries and conflict

Secretary Seniors

1. Manage and Coordinate with Senior Captains and Team Managers
2. Attend WSCCCA Meetings
3. Attend Senior Tribunals

VICE PRESIDENT Juniors

1. Attend WRJCA Meetings and coordinate with WRJCA
2. Juniors Development Pathway
3. Attend Junior Tribunals
4. Manage Parents queries and conflicts

Secretary Juniors

1. Attend WRJCA Meetings and coordinate with WRJCA
2. Juniors Development Pathway
3. Attend Junior Tribunals

VICE PRESIDENT Women

1. Manage MCC Women's Team
2. Manage Game Day responsibilities
3. Manage team registrations
4. Manage Women's Training Schedule
5. Manage queries and conflicts

REGISTRAR

1. Summer / Winter Player Registrations (Senior, Women's and Juniors)
2. PlayHQ Admin Management
3. Handle Permits and Transfers
4. Handle queries related to registrations and fees
5. Manage EFTPOS machine

Training COORDINATOR

1. Organise Training Sessions (Outdoor and Indoor)
2. Child Safety Officer
3. Manage Woolworths Blaster Program
4. Manage Nets Conditions
5. Manage Parents Communications on Training
6. Manage Coaches Schedule

EVENTS COORDINATOR

1. Club Email Management
2. Social Media Management
3. Manage MCC Events
 1. Presentation Nights
 2. BBQ
 3. General meetings
 4. Family Day
 5. Finals Celebration



(Members will be expected to spend at least 10 hours per month for club duties)

Voting Process



Administrator will call out the roles



Interested candidates to raise their hand if they want to be considered for the role (or) anyone to nominate another member for the role



If there is more than one interested candidate, we will put them to vote.



We will hand out a note to each person in the room to nominate their preferred candidate.



The candidate with the most votes – will be nominated for the role.



If there is a tie – we will have a short discussion and go for the voting again.





New Committee 2025-26 - Voting

- Administrator - Dissolve the existing committee
- Administrator to conduct the voting
- New Board Members to be elected
- Meeting handed over to President





**President
Pravin Kumar**



**Treasurer
Amit Gupta**



**General Secretary
Ramesh Thangarajan**



**Administrator
Ravi Sam**

MCC Board Members – 2025-26





**Vice President - Seniors
Sagar Patel**



**Vice President - Juniors
Vinoth Balu**



**Vice President - Women
Vani Parmathi**



**Registrar
Rajesh Muthukrishnan**



**Secretary - Seniors
Pavan Murthy**



**Secretary Juniors
Jafer Ali Khan
Mohammed**



**Training Coordinator
Nagesh Naidu Bothapu**



**Events Coordinator
Madhushree Reddy**

MCC Ordinary Members – 2025-26



Child Safety Policy :

Mambourin Cricket Club endorses and adopts:

- Australian Cricket’s Policy for Safeguarding Children and Young People, Australian Cricket’s ‘Looking After Our Kids’ Code of Behaviour for Affiliated Associations and Clubs, and Australian Cricket’s Commitment to Safeguarding Children and Young People, effective as at 21/07/2021.
- Child Safety Officer:
- We confirm the appointment of Amit Gupta to the role of Child Safety Officer.
- Mambourin Cricket Club endorses the following policies:
- [Looking After Our Kids for Associations Clubs_Mambourin_CC](#)
- Our Action Plan and MPP:
- [AC Action Plan_Commitment Statement_MambourinCC](#)
- [Cricket Victoria 2022 Member Protection Policy \(MPP\)](#)
- Further Information, please visit:
- <https://www.cricketaustralia.com.au/about/safeguarding/safeguarding-kids>



Coach- Benefits/Responsibilities:

- All Coaches will receive **1 x Free Junior Registration Fee Voucher (or) \$350 voucher** provided they:
 - Coach a team on Training Days
 - Run a game for the team they coach
 - Provide 1:1 feedback to the parents on their kid's performance on a regular basis
 - Attend all the Club meeting and events
 - Maintain the match and training balls provided by the club
 - Maintain the team kit and equipment's provided by the club
 - Promote the club
- All Coaches will receive **a 2 x complimentary Club T-Shirts** – Blue for Game Days and White for Training Days.

*Note : **Siblings discount DOES NOT APPLY** if Free Rego Voucher used.*



Future Goals – MCC Development Pathway

Increase	Increase number of teams Increase Player membership Increase number of volunteers
Hire	Hire qualified coach for juniors
Organize	Organize pre-season inter-club matches for juniors Organise a junior turf team Organize fundraising events
Create	Create all coaches WhatsApp group: Allowing us to facilitate inter-club matches
Bring in	Bring in new sponsors for the club
Streamline	Streamline membership fee structure



MAMBOURIN CRICKET CLUB



THANK YOU

Members Fees / Benefits / Responsibilities

President – To run through General / Board / GC Guidelines

1. General:

1. 2 types of members in the MCC Committee

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2. Ordinary Member

2. Board members will be elected for their roles during the AGM via a voting process by MCC Committee.
3. Ordinary members will be assigned roles by the newly elected President in consultation with the Board Members.
4. Any member who has not performed their role would be discharged from their membership during the season via a voting process
5. All members must sign a Committee Membership Agreement.
6. All members cannot represent another club in any competition in the same division/grade in which MCC's team participates that season.
7. To join MCC Committee as a new member, a referral from 2 existing Board members are required.

2. Member Fees:

1. No Member Fees moving forward

1. Previous member fees paid(\$450) in the past to be calculated. If not reimbursed in terms of Free Registrations in the past or partly used – balance will be adjusted in the coming season.
2. Board Members will spend minimum 20 hours / week for Club Duties and will receive 1 x Free Registration when in active role (Not to be combined with Sibling Discount or Coach Discount)

3. All Member Benefits:

1. Attending all club meetings with dinner
2. Free Member T Shirt/Shirt
3. Voting rights for electing Board Members

4. All Member General Responsibilities:

1. To contribute for club's development
2. To bring in new sponsors
3. To attend all club meetings
4. To promote Club values in the community
5. To fulfill the role responsibilities assigned and accepted during the AGM



Senior Registrations (Summer):

- The Registration Fee for Seniors for summer 2024-25 will be **TBD** per player (Synthetic) **TBD** per player (Turf) (13-member squad) **(Non-Refundable)**
- The Club DOES NOT provide any match commitment to the members, and it is the responsibility of the captain to handle the team and the playing 13 for the games.
- Ball Fee and Umpire Fee are NOT included in Registration and will be collected by the Captain during the game.
- It is the Captain's responsibility to pay the Umpire fee to the allocated umpire on the match day.
- It is the Captain's responsibility to pay the Ball Fee to the club post the match.
- It is the Captain's responsibility to ensure that all players are registered with the Club
- If there are issues with players leaving the club (or) travelling overseas (or) replaced with a new player (or) refunds – the captain shall call the board and schedule a meeting to resolve. This will be on a case-by-case basis.



Junior Registrations (Summer):

- The Registration Fee for Juniors for summer 2024-25 will be **TBD** per player **(Non-Refundable)**
- Sibling Discount applies – **TBD%** (Only applicable if a full registration fee has been paid for the other sibling, cannot be combined with other discounts)
- If a player plays a 2nd game in the season – a fee of **TBD** applies – directly paid to the club.
- If there are issues with players leaving the club (or) travelling overseas (or) replaced with a new player (or) refunds – the coach shall call the board and schedule a meeting to resolve. This will be on a case-by-case basis.



Senior Teams – Summer 2025-26

Type	Captain	Match Day	Ground
1 st XI	TBD	Sunday	Turf
2 nd XI	TBD	Sunday	Turf
3 rd XI	TBD	Saturday	Synthetic
4 th XI	TBD	Saturday	Synthetic
5 th XI	TBD	Saturday	Synthetic
6 th XI	TBD	Saturday	Synthetic
Women	TBD	Sunday	Synthetic

1. Any Player who wishes to be Captain a side should submit a **written request** to the Committee along with the acceptance of **13 named players** in their team who will play along this season.
2. **Club will allocate** the Captain and the Grade for the respective team upon receiving confirmation letter from the captain.
3. Captain **cannot change or allocate another player as a Captain** during a season – however they can choose a Vice-Captain to run the game in their absence.



Junior Teams – Summer 2025-26

Type	Coach	Match Day	Training Day
U16 Girls	TBD	Wednesday	Tuesday
U13 Girls	Ramesh	Monday	Tuesday
U11 Girls	Ian	Wednesday	Tuesday
U11 B Monday	Nagaraj	Monday	Wednesday
U11 B Friday	Rubel	Friday	Wednesday
U11 B Saturday	Ankit	Saturday	Wednesday
U11 B Sunday	Manoj	Sunday	Wednesday
U13 A Saturday	Bala	Saturday	Thursday
U13 B Sunday	Rajesh	Sunday	Thursday
U13 B Friday	Nagesh	Friday	Thursday
U15 B Saturday	TBD	Saturday	Thursday
U15 B Sunday	TBD	Saturday	Thursday
U17.5 Saturday	Shaffi	Saturday	Thursday
U10 Monday	Hari	Monday	Friday
U10 Saturday	Tanmay	Saturday	Friday
U10 Sunday	VB	Sunday	Friday



MCC Financials

<Financials statement attached as appendix>



Bunnings BBQ – October 26th – Save the date



Bunnings Sausage Sizzle Information Pack Weekend

Dear [Mambourin Cricket Club](#)

Congratulations!

Your organisation has been allocated the following fundraising sausage sizzle date:

[26th of October](#)

To further support your fundraising efforts, Bunnings has introduced Mobile Payments to offer a convenient, secure, and contactless alternative to cash for customers. You will receive a separate email inviting you to use this free service and set up an account with our payment partner Stripe if needed. There is also a 'How To Guide' for setting up Mobile Payments attached for your information.

Could you please read, sign, and return a copy of this confirmation letter to Bunnings [Hoppers Crossing](#) or copy and paste the below into a return email.

Action Items:

- PK – to set up online meeting for Bunnings Event
- PK – To speak to Frasers – Give an update on new Committee
- PK – To complete Affiliation forms for WSCCCA, WRJCA, NWMCA
- PK – To set up Sponsors Meet
- PK/VB/NB – To discuss Professional Coaching Program
- PK/VB/JM – To discuss Head Coach Appointment
- RS/RT – To identify parents who run their own business and set up a Business Parents Meet
- RS – To begin communication with Wyndham Vale CC for Turf
- RS – To lodge CVA and File Tax
- AG – Uniforms Order follow up with vendor
- AG – To finalise Financial statement and file it
- AG – To plan for closing winter accounts
- VB / JM – To start preparing Juniors Teams list
- VB/JM – to set up a Junior Teams role Structure – Coach / Asst.Coach/Team Manager
- SP / PM – To start preparing Juniors Teams list
- SP/PM – To finalise the Seniors Registration Fees
- RM – To start the Senior/Junior Registration process in PlayHQ in consultation with VB and SP on the fee structure
- RM – To follow up any pending registrations fees-winter
- RT – To coordinate players team uniforms with AG
- RT – To coordinate Team Kit bags for Coaches and Senior Captains
- NB – To publish Pre-season Training Schedule
- NB – To setup Coaches meet in August and Parents Meet in early September
- MR – To update website with new office bearers' information
- MR – To plan for Bunnings BBQ – Oct 26 2025
- MR – To post Child Safety Policy post on FB

Abbreviations: Pravin Kumar [PK], Ravi Sam [RS], Ramesh Thangarajan [RT], Amit Gupta [AG], Sagar Patel [SP], Vinod Balu [VB], Jafer Ali Khan Mohammed [JM], Rajesh Muthukrishnan [RM], Nagesh Naidu Bothapu [NB], Vani Parmath [VP] Pavan Murthy [PM], Madhushree Reddy [MR]



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THANK YOU