

**ATTENTION!**

*ROSANNA LITTLE ATHLETICS CLUB*



*25TH ANNIVERSARY  
1970 TO 1995...*



*SUNDAY THE 5TH OF FEBRUARY 1995  
FROM 10 AM UNTIL 2 PM*



*A SAUSAGE SIZZLE WILL BE PROVIDED  
FOR REGISTERED CHILDREN*

*REFRESHMENTS, INCLUDING TEA AND  
COFFEE, WILL ALSO BE AVAILABLE*

*FUN ACTIVITIES AND NOVELTY EVENTS  
ARE SCHEDULED FOR THE DAY...*

ROSANNA LITTLE ATHLETICS  
25th ANNIVERSARY  
1970 - 1995

Welcome  
Morning Tea  
Barbecue Lunch  
Birthday Cake  
Local Newspaper Coverage  
Advertisements  
Certificates  
Games -  
Events - (Presentation by Old Members)  
Acknowledgements (Invite all Sponsors)  
Book Club Rooms (Done)  
Barbecue to be arranged  
beer available to purchase  
First aid available  
Trophies  
Starter/marshalls/place judges  
Photographer  
Anniversary medals  
Raffles (Tickets/sellers)  
MacDonalds vouchers  
Hungry Jacks vouchers  
Pizza Haven/Pizza hut vouchers  
Sports Store vouchers (Rosanna Shops)

PROGRAMME OF EVENTS

Serial	Gender	Event	Responsibility	Remarks
1	G/U6	60m		
2	B/U6	60m		
3	G/U7	100m		
4	B/U7	100m		
5	G/U8	100m		
6	B/U8	100m		
7	G/U9	100m		
8	B/U9	100m		
9	G/U10	100m		
10	B/U10	100m		
11	G/U11	100m		
12	B/U11	100m		
13	G/U12	100m		
14	B/U12	100m		
15	G/U13	100m		
16	B/U13	100m		
17	G/14/15	100m		
18	B/14/15	100m		
19	Girls	20m Sack race		U8 to U13
20	Boys	" " " "		U8 to U13
21	Dad and son race			
22	Mums and Daughters race			
23	Mixed race			
24	Flag Races			
25	Relay Races			

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Telephone: 94584798

June 1995

ROSANNA LITTLE ATHLETICS CLUB  
25TH ANNIVERSARY 1970 - 1995  
ADMINISTRATION INSTRUCTION  
OCTOBER 1995

- References:
- A. Committee meeting 1 Jun 95
  - B. Committee discussion 15 Jun 95

General

1. Rosanna Little Athletics Club is to celebrate their 25th Anniversary in the season 1995-96 at Wilinda Park in October 1995 in accordance with References A and B.

Aim

2. The aim of this instruction is to detail the personnel, administrative and logistic support required to conduct the event.

General Outline

3. The occasion is to be celebrated on the completion of the competition morning with a barbecue luncheon, light refreshments, fun activities, presentation of certificates and a cutting of the cake to recognise the clubs birthday.

Participants

4. All registered children and families are invited to attend and join invited past members and selected members of the DVLAC in this special day to commemorate the clubs birthday.

### Activities

5. The boys Team manager is responsible for nominating members to conduct the following games on completion of the mornings competition enabling other members to set up for the barbecue luncheon:

- a. Flag race -      b. Tugowar -      c. Gum boot throwing -
- d. Sack race -      e. Parents relay -

### Costing

6. The cost for each family is expected not to exceed \$5 per family with an additional charge applied for other family members who attend. Invited guests from Clubs within the DVLC are to be invited with Rosanna Club to pay their fee.

### Sponsors

7. The Secretary is to write a letter to all Club Sponsors inviting them to attend the occasion. To allow for final figures for catering purposes, names are to be into the committee no later than --- September 1995.

### Presentations

8. It is intended to invite the first president and committee to make the presentation to the children acknowledging the 25 years of the club.

### Display

9. Mrs Patsy Keall is to arrange for the Clubs History and achieves to be displayed for all members to see.

### Public Relations

10. The Secretary is to arrange for the following:

- a. Local newspaper coverage,
- b. Local radio coverage (including interview's with original executive committee members),
- c. DVLA Centre coverage, and
- d. Club newsletter advising members of the event on sign on day.

### Invitations

11. The Club Committee members are to decide who is to be invited to the occasion and the secretary is to write invitations to those personnel requesting RSVPs in a time frame to allow for catering.

### Catering

12. Nominated Committee members are to approach the Club Sponsors for donations for the barbecue food stuffs and also for ordering and picking up drinks. The following personnel are required:

- a. Preparing salads x 4;
- b. Cooking barbecue x 3;
- c. Selling Drinks x 2; and
- d. Selling barbecue tickets x 1.

### Anniversary Cake

13. A anniversary cake displaying the years of service to Rosanna Little Athletics is to be decorated by a volunteer member of the club, all cost are to be paid for by the club. The cake is to be cut by the Inaugural Club President and the clubs youngest person in conjunction with the present Club President.

### Certificate

14. A certificate acknowledging 25 years for Rosanna Little Athletic Club is to be made and presented to all registered club children by past presidents. A service will be available on the day at a small cost for children to have their certificates laminated after they are presented. A nominated member of the committee is responsible for producing the certificate and arranging for the production of the number of copies required.

### Wet Weather Plan

15. In case of inclement weather and the competition being cancelled for the centre, an alternate modified activity is still to be conducted at the nominated time in the centres club room at Wilinda Park. The Secretary is to advise the local radio announcer of the of the function continuing should the competition be cancelled.

### Coordination

16. The celebration of the anniversary is to be coordinated by a subcommittee under direction of the Club Committee and it is to be nominated no later than 1 August 1995.

### Conclusion

17. To enable the 25th anniversary to be successful all committee members are encouraged to give maximum support to this occasion and show the past and present members that we as a club have the commitment to our children today as they did in 1970.

K. Keall  
President

## ROSANNA LITTLE ATHLETIC CLUB

A meeting of interested parents was held on the 16th September 1970 in the library of Rosanna Primary School for the purpose of forming a little athletics club in the Rosanna area. A resolution passed that the name of the club be "Rosanna Little Athletics Club". The club will commemorate the 25th Anniversary with a family outing on Sunday the 5th of February 1995. The inaugural committee will be invited to help us celebrate this occasion and asked to present certificates on completion of the events.

### SEQUENCE OF EVENTS

<u>Time</u>	<u>Occurrence</u>	<u>Responsibility</u>	<u>Remarks</u>
10am	Morning Tea	Committee Members	provided by Club
10.15am	Opening address	President	Introduce first committee
10.30am	Activities commence	Nominated Parents to conduct each event	See separate programme
1200am	Presentation of awards/certificates	Inaugural President	Cutting of cake
1230pm	Barbecue lunch commences	Nominated cooks required	
2pm	Activity ceases		

#### Notes:

1. Free sausage sizzle, icy pole and can of drink to each Registered Club Child
2. Each Registered child receives an anniversary certificate
3. Families to provide own Barbecue lunch
4. DVLAC President/Secretary/Treasurer to be invited
5. President/Secretary/ Treasurer of Representative Clubs to be invited
6. Meals provided for invited guests
7. All Sponsors to be invited ( Invitations to be sent to serial 4,5 and 7 by RLA Secretary )
8. All tea, coffee and cordial to be provided by the Club
9. Salads requested by sponsors
10. A newspaper article to be submitted to the "Heildberger"
11. Volunteers to be asked for the conduct of the activities