

## Sydney Corporate Cup Committee Positions

Website : [www.corporatecup.coolrunning.com.au](http://www.corporatecup.coolrunning.com.au) E-mail : [sydneycorpcup@coolrunning.com.au](mailto:sydneycorpcup@coolrunning.com.au)

Position	Tasks	Current Occupant	Contact Details	Backup	Additional Duties current Undertaken
President	<ul style="list-style-type: none"> <li>• Chairs meetings               <ul style="list-style-type: none"> <li>- beginning of series</li> <li>- end of series</li> <li>- Annual General Meeting</li> </ul> </li> <li>• Hosts Presentation Day</li> <li>• Hosts Other Functions ie Dinners</li> <li>• Represents Corporate Cup Committee at meetings ie Botanic Gardens &amp; Sponsors</li> </ul>	David Le Ban (Telstra)	Ph 9298 5033  <a href="mailto:David.LeBan@telstrawholesale.com">David.LeBan@telstrawholesale.com</a>	Vice President	
Vice President	<ul style="list-style-type: none"> <li>• Liaison with Royal Botanical Gardens</li> <li>• Assists President in above role</li> <li>• Assists Secretary with Presentation day preparation</li> </ul>	John Murray (RBA)	Ph 9551 9451  <a href="mailto:MurrayJ@rba.gov.au">MurrayJ@rba.gov.au</a>	President & Secretary	<ul style="list-style-type: none"> <li>• Organises Sandwiches for Presentation Day</li> <li>• Organises Medallions for Presentation Day</li> </ul>
Secretary	<ul style="list-style-type: none"> <li>• Keeps and Circulates Minutes from Meetings</li> <li>• Attendance sheets of Meetings</li> <li>• Duty roster</li> <li>• Co-ordinate Presentation Day</li> <li>• (Book Meeting venue)</li> </ul>	Alexander Bisley (CommSec)	Ph 8297 0516  <a href="mailto:Alexander.Bisley@eaussie.com.au">Alexander.Bisley@eaussie.com.au</a>	Vice President	
Treasurer	<ul style="list-style-type: none"> <li>• Banks all revenue and arranges all payments</li> <li>• Prepares Financials Statements &amp; prepares report for government appropriate authorities</li> <li>• Liases with Insurance Agent for Public Liability Insurance</li> </ul>	Bill Stephinson (Rabobank)	Ph 9234 4204  <a href="mailto:Bill.Stephinson@rabobank.com">Bill.Stephinson@rabobank.com</a>	Vice President & Secretary	
Handicapper	<ul style="list-style-type: none"> <li>• Assists Registrar in chasing up teams re registration</li> <li>• Prepares the Score Sheets and liases with Series Co-Ordinator &amp; Duty Teams</li> <li>• Ratifies, collates, calculates &amp; distributes (e-mails) results</li> <li>• Writes Cover Newsletter for results</li> <li>• Picks up score sheets on run day &amp; locks shed</li> </ul>	Melvyn Cox (CBA 2)	Ph  <a href="mailto:Melvyn.Cox@cba.com.au">Melvyn.Cox@cba.com.au</a>	Registrar (Dennis Jolliffe)	

<b>Position</b>	<b>Tasks</b>	<b>Current Occupant</b>	<b>Contact Details</b>	<b>Backup</b>	<b>Other Duties current Undertaken</b>
Registrar	<ul style="list-style-type: none"> <li>Issues &amp; Collects Team &amp; New Runners Registration Forms</li> <li>Passes Registration forms to handicapper for preparation of upcoming series</li> <li>Keeps a waiting list of potential teams and runners</li> <li>Forwards cheques to Treasurer for banking</li> </ul>	Dominic Spillane (MLC)	Ph 9466 7712 <a href="mailto:dominic_spillane@mlc.com.au">dominic_spillane@mlc.com.au</a>	Communications Officer Handicapper	<ul style="list-style-type: none"> <li>Assist in chasing up teams to return trophies for engraving</li> </ul>
Series Coordinator	<ul style="list-style-type: none"> <li>Arranges the set up on the day of the run with the first duty team and on presentation day</li> <li>Needs to ensure that clocks are functioning ie batteries are new</li> <li>Sufficient cups</li> <li>Should bring along a spare copy of the score sheets on run day in case duty team no 1 forgets to bring one along.</li> </ul>	Steve Gowan (Sydney Water)	Ph 9350 6004 <a href="mailto:Steve.Gowan@sydneywater.com.au">Steve.Gowan@sydneywater.com.au</a>	Any Committee Member	
Communications Officer	<ul style="list-style-type: none"> <li>Manage the Website</li> <li>Communicate correspondence / issues to Team Captains.</li> </ul>	Simon Davies (BT)	Ph 9259 9137 <a href="mailto:Simon_Davis@BTFinancialgroup.com">Simon_Davis@BTFinancialgroup.com</a>	Secretary & Registrar	<ul style="list-style-type: none"> <li>Assist in chasing up teams to return trophies for engraving</li> </ul>
General Committee (Team Captains)	<ul style="list-style-type: none"> <li>Attends team captain, result and Annual General meetings</li> <li>Vote on decisions at meetings</li> <li>Take on tasks allocated by the committee.</li> <li>Communicating the rules, results &amp; other requirements to their teams set down by the committee.</li> <li>Assist in up holding the rules of the Corporate Cup on race days.</li> <li>Assists with presentation day</li> </ul>	John Uren (NRMA HELP) Greg McKeown (Powerade) Chris Turner (Workcover) Roger Matthews (Workcover) Alicia Parmentier (MYOB) Phil Preston (CFS) Wayne Simpson (Mercenaries)	Ph 9292 3622 <a href="mailto:John.Uren@iag.com.au">John.Uren@iag.com.au</a> Ph 9259 6545 <a href="mailto:greg.mckeon@anz.ccamatil.com">greg.mckeon@anz.ccamatil.com</a> Ph 4321 5173 <a href="mailto:chris.turner@workcover.nsw.gov.au">chris.turner@workcover.nsw.gov.au</a> Ph 4321 5119 <a href="mailto:roger.matthews@workcover.nsw.gov.au">roger.matthews@workcover.nsw.gov.au</a> Ph 9089 9108 <a href="mailto:alicia.parmiter@myob.com">alicia.parmiter@myob.com</a>  Ph <a href="mailto:ppreston@colonialfirststate.com.au">ppreston@colonialfirststate.com.au</a> Ph 8864 8520 <a href="mailto:Wayne.Simpson@guycarp.com">Wayne.Simpson@guycarp.com</a>		

