

SRASA BOARD OF DIRECTORS MEETING

MEETING: Board Meeting Monday 18 October 2010

LOCATION: 6pm for a 6.15pm start
Racquets SA

1 ATTENDANCE

1.1 Present:

M. Goldstone (MG)	S. Abishara (SA)	S. Allan (SA) left at 8pm
G. DeVizio (GD)	A. Proctor (AP)	A. Ryan (AR)

Ex Officio:

P. Sinnott (PS) - General Manager

1.2 Apologies:

D. Giles (GD)
C. Johnstone (CJ)
P. Teale (PT)
W. Gray (WG)

1.4 Guests:

John Cranwell (JC) - Pathways Manager
Dani and James Rogers - Development Officers
James Rogers (JD) - Assistant State Coach
Jane Intini (JI) - Marketing Manager

2 CONFIRMATION OF THE MINUTES

2.1 Confirmation of the Minutes of the Board of Directors Meeting held on 23 August 2010 with the retraction of item 6.2 Committee – Code of Conduct and Appointment Process.

Moved: Alissa Proctor

Seconded: Stewart Allan Carried.

3 ITEMS ON AGENDA (Reports Circulated Electronically)

3.1 AJC 2010 Report

James Rogers provided a review of the AJC report. Mark Goldstone thanked James for detailed report. General discussions on player evaluations and recommendations for the 2011 AJC.

Recommendations

- 3.1.1. Emphasis on dealing with pressure in training sessions leading up to nationals, certain drills will help with this.
- 3.1.2. More match experience at a national level for anyone that has potential to obtain a national ranking eg. NJS in Sydney or Vic juniors.
- 3.1.3. Clearer guidelines and expectations for players in regard to training and team commitment leading up to AJC.
- 3.1.4. Players will not be permitted to stay with the team, unless selected in the State Team.
- 3.1.5. The State Team must travel with a first aid kit and have a designated first aid officer.

- 3.1.6. Katrina Jones, Karen Burnard and Karen Cope should be encouraged to be involved next year as they were a big help this year.
- 3.1.7. Squash SA express their concern to AJC organisers regarding the cost of the Individual dinner.
- 3.1.8. It is important to have a practice hit on the courts the day before competition so the kids could get use to the courts.
- 3.1.9. Accommodation with activities options for the kids assists with supervision.
- 3.1.10. Continue to field reserves in each age group.
- 3.1.11. As a lot of our young players are from the country they will require a lot of coaching and direction to harness their talent and to strengthen our team in the future.
- 3.1.12. To use data from the players performance reports to appoint team leaders at the same time the team is chosen, instead of when the team arrives at the tournament.

To endorse the recommendations listed in 3.1.1 to 3.1.12.

Moved: Alissa Proctor Seconded: Stewart Allan. Carried.

To prepare a Player Code of Conduct and grievance procedure, to be in place for AJC 2011.

Moved: Alissa Proctor Seconded: Stewart Allan. Carried.

3.2 New direction for Development Programs

James Rogers, Dani Rogers and John Cranwell discussed the Development Programme Report. The proposed shift in program direction would include recommendations 3.2.1 to 3.2.7:

- 3.2.1 Reprogram and rebadge the Bullseye Program. The new program will be squash specific with a focus on Talent I.D.
- 3.2.2 Shift the focus away from 'school based' programs to 'venue based' programs by working directly with schools and selling the benefits of venue based sessions. This will improve the transition rate from Squash S.A programs, to club programs.
 - This will bring kids to the squash centre during school hours which eliminates the barrier of parents not being able to pick up and drop off children and eliminate the loss of communication between D.O's and the parents
- 3.2.3 D.O's will facilitate teacher awareness nights. A resource guide will provide coaching and games for the teachers to assist with delivery.
- 3.2.4 Attract more schools to participate in current Squash SA High School competitions and to establish Primary School Competitions.
- 3.2.5 Introduce In-house Competition. Such as 'Friday Night Future Stars, once the player base has been established.
- 3.2.6 The long term vision is to use busses to transport kids to and from facilities (State, Regional and local) all day. This is the optimal way to bring more players and awareness to the sport.

3.2.7 Other recommendations to promote Squash in South Australia include:

- Take inflatable courts to Sports Stores, Rundle Mall, Shopping precincts in conjunction with other promotions.
- Target coaching and in-house competitions to existing organisations. Such as Churches, Scout Groups, Off Season Sporting Groups, and members already using facility.

The Board support a shift in focus of development programs from 'mass participation school based programs to targeted venue based programs as listed in recommendations 3.2.1 to 3.2.7.

Moved: George DeVizio Seconded: Sam Abishara Carried.

Phil Sinnott noted the strategies outlined in recommendations 3.2.1 to 3.2.7 will form the operational strategies (Development).

The Board thanked Dani, James and John for detailed report and their program analysis.

3.3 2010 Millicent PSA Open and recommendations for 2011

Jane Intini provided an overview of the event, speaking of the great media coverage and local (Millicent) community support. Jane and John to Qld to prepare a draft event calendar, to include regional tournaments staged throughout the year. Stewart mentioned grant that was in Advertiser "Sport an Active Recreation Funding".

Recommendations

- 3.3.1 Develop a regional tournament &/or exhibition circuit in 2011
- 3.3.2 To be administered jointly by Pathways Manager & Marketing Manager
- 3.3.3 Heavy involvement with Regional D.O. / regional club representation
- 3.3.4 Focus on grass roots development, at both a senior and junior level
- 3.3.5 Heavy media focus to re-invigorate the sport in regional areas

The Board support recommendations 3.3.1 to 3.3.5 as listed.

Moved: Stewart Allan Seconded: George DeVizio Carried.

Jane Intini to source Delhi Commonwealth Games Squash footage.

Moved: Stewart Allan Seconded: George DeVizio Carried.

3.4 Pennant Committee Report

Alissa Proctor gave an overview of the Pennant Committee recommendations on behalf of Will Gray, Pennant Registrar.

Recommendations

- 3.4.1 Pennant Committee recommends a re-write of the current Tribunal Penalty Guidelines to be more specific as to possible penalties, and significant advertisement of these on the internet and in the next few "Monthly Boasts" to both inform and deter.
- 3.4.2 The Pennant Committee intends to be more flexible in allowing matrix adjustments, and this may mean we also receive more requests for them. As such, we would like approval to establish a process and guidelines for doing so.
- 3.4.3 The Pennant Committee will be creating some guidelines as to what does and does not qualify as "exceptional circumstances" within by-laws
- 3.4.4 Due to unforeseen delays, the Pennant Player Referee Accreditation Programme has been scheduled later in the season – Pennant Committee suggests we change by-laws for this season to requiring 2 players not 3 to be accredited
- 3.4.5 To work with the Referees' Association to investigate an online component to the PPRA process and investigate the "Yes Let" video

Action	Responsible	By When
Source "Yes Let" dvd from Squash Australia	PS/JC	22/10

- 3.4.6 Introduce optional individual nominations – people can nominate alone or with a friend or two, or as a team and it gives the Pennant Committee much needed flexibility in making teams and will ensure a more even competition.
- 3.4.7 To support the creation of a "reserves list" to get hundreds of interested part-time players back into the game. Some level of admin time will be required to get this up and running.
- 3.4.8 A focussed recruitment drive for the coming season: contacting former players using their details on the matrix and attempting to entice them back. It aligns and supports with the Reserves List and Individual Nominations as with our improved flexibility we present more options, so are more likely to appeal to more people.
- 3.4.9 Move State 4 to a new night, and possibly State 5 if we keep it next season. It doesn't work having them all on Wednesdays, for Court Owners OR teams seeking reserves. We recommend State 4 → Tuesday, State 5 → Thursday.
- 3.4.10 It is considered unreasonable to enforce the by-laws due to limited knowledge of this in the squash community. We can do a comprehensive review of these with an eye towards 2011 Autumn Pennant implementation.

- 3.4.11 Recommend statistical analysis of player ages every season: I suspect there are many 50+ players and we could lose many of these in future years...we need to be aware of this.
- 3.4.12 The registration process must go online.
- 3.4.13 Trial a 2 male 2 female "team" concept on either Mondays or Thursdays. Would be great for couples or even families as a slightly different way to play squash. We can more lenient with by-laws and keep a focus on fun.

The Board approved recommendations 3.4.1 to 3.4.5.

Moved: Stewart Allan Seconded: George DeVizio Carried.

The Board approves recommendations 3.4.6, 3.4.7, 3.4.8, 3.4.11 and 3.4.12 (aiming for 1st February 2011).

Moved: Alex Ryan Seconded: Sam Abishara Carried.

The Board wishes to defer recommendations 3.4.9, 3.4.10 and 3.4.13 until such a time as General Manager, Competitions Admin Officer can discuss with Pennant Registrar.

Moved: Alex Ryan Seconded: Sam Abishara Carried.

Will Gray to investigate the Hot Weather Policy and its implications to the existing By-laws.

Moved: Stewart Allan Seconded: Sam Abishara Carried.

3.5 Development Officer Employment and Position Descriptions

Phil Sinnott and John Cranwell discussed the proposal to increase the Southern and Northern Development Officers roles to include additional responsibilities as outlined in report 3.5.

The Board discussed at length the financial and HR considerations of the proposal.

Recommendations

- 3.5.1 The Southern and Central Development Officers be offered fulltime employment for a contract period of three (3) years subject to an annual review.
- 3.5.2 The Coaching Team Leader position is not advertised and is subsequently absorbed by internal appointment.
- 3.5.3 The General Manager to review employment conditions on an annual basis.

The Board approve recommendations 3.5.1 to 3.5.3 as listed.

Moved: Alissa Proctor Seconded: Sam Abishara Carried.

3.6 Board Director Travel Policy (refer 7.1)

- 3.6.1 That policy SSA048 SRASA Board of Directors Travel be adopted, effective immediate. That the Policy be reviewed every 12 months.

Action	Responsible	By When
The Travel Policy be deferred to include the following content: <ul style="list-style-type: none">• Add 'international travel'• Guideline of appropriate accommodation (ie. 3 -4 star) and budget allocation	PS	

3.7 Junior Coordination Committee

John Cranwell tabled the Junior Coordination Committee meetings/discussions and recommendations.

Recommendations

- 3.7.1 That a policy be developed to cover state junior rankings using the Squash Australia policy as a guide.
- 3.7.2 That a draft ranking list be prepared by the 15th of January, April, July and October each year so as to tie in with Squash Australia's National Junior Rankings which are issued on the 1st day of February, May, August and November. The draft ranking list should be prepared by Squash SA staff and then presented to the Junior Coordination Committee for ratification.
- 3.7.3 That the ranking list be issued on Squash SA letterhead and also uploaded to the Squash SA website immediately.
- 3.7.4 That the junior matrix be scrapped and all results involving juniors be entered into the senior matrix.
- 3.7.5 Tag all juniors on the senior matrix as juniors which will then produce a separate junior ranking list.
- 3.7.6 That all junior tournament results are distributed to the Squash Australia national selectors.

The Board approve recommendations 3.7.1 to 3.7.6 as listed.

Moved: Alex Ryan

Seconded: Alissa Proctor

Carried.

3.8 National Team Selection (Criteria)

John Cranwell summarised the outcome of numerous discussions with Squash Australia around the NTC Team Selection Criteria. Wording of Squash SA and Squash Australia Selection Criteria requires better clarification in the future.

Alex Ryan suggested make selections at end of June in future. Board agreed a good idea.

The Board support the State Senior Team athletes as previously tabled at the 23 August Board Meeting. The State Senior Team members to include Mike Corren, Jason Mudge and Justin Beard, and Alma Kushartanti, Bonny Wu and Stephanie Wighton.

Moved: Alex Ryan

Seconded: Sam Abishara

Carried.

4. GENERAL MANAGER'S REPORT

4.1 General Overview Report

Phil Sinnott provided an overview of the General Manager's report summarising:

- 4.1.1 Staffing and Operational
- 4.1.2 Governance
- 4.1.3 Facilities
- 4.1.4 Member Services
- 4.1.5 Performance Pathways
- 4.1.6 Marketing
- 4.1.7 Racquets SA
- 4.1.8 Networking
- 4.1.9 Finance

4.2 Sport SA Awards Night

The Board support the nomination of Jack Wass in the category of Volunteer of the Year, Sport SA Awards.

Moved: Alissa Proctor Seconded: George DeVizio Carried.

5. FINANCE (Reports Circulated Electronically)

5.1 Income Statement Racquets SA / Squash SA

Phil Sinnott provided an overview of the Racquets SA and Squash SA Income Statements.

Squash SA expenditure remains within projected budget expenditure. The key variations to note lost income due to armed robbery at Racquets SA.

Philip Teale to work with Phil Sinnott and Finance Officer to work through. Post regular budget/financial reports and recommendations information on Google Docs for Board viewing.

The Board accept the Financial Reports and approved the September Income Statements for Squash SA and Racquets SA.

Moved: Alissa Proctor Seconded: Sam Abishara Carried.

5.2 Bank Statement

Phil Sinnott tabled the Bank Statement noting the Commercial Bill Account Facility will be exercised for the car park project (redraw available).

Moved: Alissa Proctor Seconded: Sam Abishara Carried.

5.3 Financial Summary Report

Phil Sinnott provided an overview of the Financial Summary Report.

Moved: Alissa Proctor Seconded: Sam Abishara Carried.

6. **GENERAL BUSINESS**

6.1 2010 Annual General Meeting (Alex Ryan)

Problems with current system for Election of Candidates:

Alex Ryan tabled a number of concerns regarding the current election process due to the dated Constitution. Alex Ryan to prepare a written report for consideration and discussion by the Board.

Action	Responsible	By When
Source Constitutional templates for ORS	PS	15/11

6.2 Committee – Code of Conduct and Appointment Process (Cheryl Johnstone)

Squash SA Board to develop a draft process, including Assessment Criteria/Framework and Code of Conduct and Responsibilities Agreement, for discussion and decision at next meeting.

Moved: Alex Ryan

Seconded: Sam Abishara

Carried.

Action	Responsible	By When
Draft process for Committee Members	PS/PW	15/11

6.3 Barossa Valley Recreation Centre (Mark Goldstone)

Barossa Valley Recreation Centre has funding and is due for completion by 30 June 2011. It is a \$17M redevelopment featuring indoor leisure pools, 3 x basketball courts, 6 x ASB squash courts, meeting rooms, fitness and aerobic area. Squash will be very prominent at the Centre. There are 3 schools nearby, some within walking distance. No other squash courts are located nearby.

The Squash SA Board have previously agreed to contribute \$200,000 towards 6x ASB Courts.

The Barossa Council have requested the Squash SA consider funding an additional \$50,000. This would result in a total project allocation of \$250,000 subject to an appropriate lease agreement.

The Board discussed the pros and cons of making the additional financial contribution. The Board were of the view:

- DOs would assist with programs development at the 6 courts
- The courts would not in competition with nearby Centres
- The proposed facility development aligns with the Strategic Plan to develop North/South of SA
- The project supports sporting hubs
- The courts are co-located to three schools and a population growth region

For further information on Barossa Valley Recreation Centre, <http://www.barossa.sa.gov.au/site/page.cfm?u=728>

Resolution – to increase the total contribution to become \$250,000 (\$50,000 decision) subject to a suitable lease agreement with the Barossa Valley Council.

Moved: Sam Abishara

Seconded: Alissa Proctor

Carried.

Action	Responsible	By When
Communicate to members, explaining why Squash SA is providing funds to development, and information on ASB courts.	PS	
ASB Court information to new Board Members	PS	

6.4 Revive Fitness Centre (Mark Goldstone)

Mark Goldstone spoke about concerns with lack of “show courts” in Adelaide for SA Open and similar events. At Revive there is a showcourt with tiered seating for approximately 150 spectators. Option to lease show court from Revive, allowing us access on an ongoing basis.

George DeVizio mentioned another (unused) show court at Hendon.

The Board and General Manager discussed the current Office issues

- member concerns regarding the current location and limited space.
- Need to look at a alternative, stand-alone office opportunities
- Glass court in storage in Canberra – for sale on the international market – limited interest
- Opportunity to utilise asset by setting up glass court in an office/warehouse as a state training centre. One on one coaching, state finals, show court/tournaments, promotional tool.

That Phil Sinnott and George DeVizio investigate the option of buying /leasing warehouse space and office space. Moved: Alex Ryan Seconded: George DeVizio Carried.

Action	Responsible	By When
Coordinate out of hours Board site visit of the Revive show court.	MG/PS	

7. **POLICY**

Refer Item 3.6

There were no additional policies to review.

8. **CORRESPONDENCE**

In

Nothing to Note

Out

Nothing to Note

9. **SQUASH AUSTRALIA**

9.1 Association Update

Covered in earlier discussions.

10. **NEW BUSINESS**

10.1 New Board members to present a short introductory talk about their skills and what they hope to bring to the Board. Defer to next meeting.

10.2 Australian Racquetball Open

Sam Abishara to meet with Jane Intini regarding suitable promotional and venues. The Barossa Valley venue would be suitable if completed in time.

11. CONFIDENTIAL ITEMS

No items.

12. BOARD DIARY

Meeting: Monday 15 November 2010 (move December meeting to 13 December 2010).

13. CLOSE MEETING

Meeting closed at 9.20pm