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TASMANIAN SQUASH RACKETS ASSOCIATION INC
Minutes of Committee Meeting held on
Saturday 8th June 2013 at 5:00pm
Via Skype and telephone

1. PRESENT

Chris Doig (phone), Kent Harbutt; Greg Ward, Nathan Ward, Leon Barnett (via Skype).

2. APOLOGIES

Julie Smith-Kingston, Mark Noonan, Michael Brown

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

It was moved Greg Ward, seconded Nathan Ward “that the minutes of the meeting held on Saturday 20th April, 2013 be confirmed.

Carried unanimously

4. BUSINESS ARISING FROM THE MINUTES

The list of outstanding items from previous meetings with comments from today’s meeting follows:

- Awards & dinner 2012 – deferred - Kent Harbutt provided a verbal update and will report to the next meeting.
- Matrix – Michael Brown to follow up account – Deferred to next meeting.
- Newsletter – Michael Brown to follow up discussion with Ryan Wiegand of Squash Australia. Ryan has also advised Michael to contact Andrew Dent.
- Website – Michael Brown has spoken to Ryan Wiegand about the website and follow-up call to be made.
- Facebook page – discussion about the facebook page and the need to update it regularly. Greg Ward suggested seeking volunteers at the AGM. Julie Smith-Kingston said she was interested in being a volunteer. Greg Ward said a co-ordinator of contributors is needed.
- President’s Council meeting report. Kent Harbutt advised that the next President’s Council meeting will now be held on 10th August. Kent Harbutt is to attend.

5. CORRESPONDENCE – INWARDS AND OUTWARDS

A list of emails and correspondence was not prepared.

6. TREASURER’S REPORT

The Treasurer’s report was circulated prior to the meeting. It was moved Greg Ward, seconded Kent Harbutt “that the Treasurer’s Report be received”.

Carried unanimously

7. GENERAL BUSINESS

7.1 STPP Manual

After some discussion it was moved Chris Doig and Seconded Leon Barnett;
“That the report from the President of Squash Tasmania on the Squash Tasmania Performance Pathway Policy Document be received and that:

1. The Squash Tasmania Performance Pathway Policy Document, Version 2 be formally approved by the Squash Tasmania Committee, and
2. The Squash Tasmania Performance Pathway Policy Document, Version 2 be posted on the Squash Tasmania Page of the Squash Australia Website.”

Carried unanimously

7.2 Squash-in-Schools

Leon Barnett’s report was discussed. Chris Doig explained the process of grant application and delivery of the program. Squash Tasmania’s State Grant application is submitted before the end of August and 100% of the grant 2013 grant was for the Squash-in-School Program. We are usually notified of our grant allocation by the end of November. The person or company delivering the program is confirmed shortly afterwards. As agreed previously expressions of interest for the delivery of the Squash-in-School prior to 2014 calendar year.

It was agreed that Squash-in-Schools would be the focus of our grant application for 2014 and the process of delivery would be further investigated and reported on by a committee working group.

It was moved Leon Barnett and Seconded Kent Harbutt

”that a a working group comprising of Leon Barnett, Greg Ward and Chris Doig review the method of appointment of a contractor to deliver the Squash-in-Schools in 2014 and report to the next meeting recommending a process to be followed.”

Carried unanimously

7.3 Tasmanian Junior Classified Events Tournament Director

Leon Barnett’s report was discussed in conjunction with the Chairman of the STPP Junior Committee’s request for a review of the regulations for running Gold, Silver and Bronze Australian Squash Tour Events.

It was moved Leon Barnett and Seconded Greg Ward

“that a recommendation be sort from the STPP Junior Committee on the regulations under which Australian Squash Tour Events held in Tasmania be conducted.”

Carried unanimously

7.4 2013 Tasmanian Open

It was moved Leon Barnett and Seconded Greg Ward

“that the Report from the Tasmanian Squash Academy on the 2013 Tasmanian Open be received and that:

1. The balance of the prize money guarantee for the 2011 of \$3,000 set aside to guarantee prize money for the 2012 Tasmanian Open be brought forward to the 2013 event.
2. A further \$2,000 be set aside to guarantee prize money for the 2013 event.
3. The actual expenditure on the Tasmanian Open will be decided at a future date.”

Carried unanimously

7.5 Squash Tasmania Committee Roles

It was moved Chris Doig and Seconded Leon Barnett

“that the report from the President, Squash Tasmania on Squash Tasmania Committee Roles received and that:

1. The position descriptions be adopted as part of Squash Tasmania Policy and Regulations,
2. Brett McGrath be invited to fill the position of Secretary as defined,
3. A working group consisting of Kent Harbutt, Michael Brown and Chris Doig be set up to review the voluntary position of Development Manager and to provide a report on the process of making an appointment.”

Carried unanimously

8. OTHER BUSINESS

8.1 Tasmanian Junior Open

Greg Ward asked for a briefing on the 2013 Tasmanian Junior Open progress. Leon Barnett and Chris Doig provided an update.

8.2 Ian Hocking Medal

Greg Ward asked what progress had been made towards calling for nominations for the Ian Hocking Medal. Kent Harbutt advised that the medal would be presented at the Tasmanian Squash Dinner in November.

8.3 Secretary's Position

Leon Barnett asked how quickly the Secretary's position could be filled. Kent Harbutt advised that this could be done prior to the next meeting.

8.4 PSCAA/NCAS Matters

Leon Barnett asked for clarification on insurance and coaching accreditation. Chris Doig advised that coaches that are registered with Squash Tasmania and working in an official Squash Tasmania Program or program of an affiliated body are insured through Squash Australia's policy. For coaches working outside this framework the PSCAA membership includes coaches insurance.

8.5 Website Updating

Chris Doig asked Nathan Ward to approach Michael Brown with a view to Nathan taking on a more senior role in updating the Squash Tasmania webpages.

9. CLOSE OF MEETING

The meeting closed at 6:50pm. The next meeting will be held at 5:00pm on Saturday 17th August 2013 via Skype.

Chris Doig

Acting Secretary

TO BE CONFIRMED

/ / 2013

Bank Reconciliation Report**Squash Tasmania**

6-Jun-2013

From : 18-Apr-2013 **To :** 6-Jun-2013

Date	Description	Debit	Credit	Balance
18-Apr-2013	Opening Balance			15,438.65
	<i>Credits to Account</i>			
18-Apr-2013	Penguin registration 2013		75.00	
23-Apr-2013	Squash Aust Grant - Tas Open		5,500.00	
24-Apr-2013	Penguin registration 2013		325.00	
24-Apr-2013	TSA 2012 player registrations		1,806.00	
29-Apr-2013	Kingborough registration 2013		420.00	
30-Apr-2013	Clyde PP dinner		105.00	
1-May-2013	Interest May 13		6.26	
2-May-2013	Brown PP dinner		40.00	
6-May-2013	Hudson PP dinner		65.00	
10-May-2013	Penguin registration 2013		130.00	
10-May-2013	Wynyard registration 2013		3,380.00	
14-May-2013	Kingborough registration 2013		50.00	
23-May-2013	Parsons registration 2013		210.00	
1-Jun-2013	Interest Jun 13		8.70	
5-Jun-2013	Performance Pathway canteen 13/5/2013		246.90	
5-Jun-2013	Devonport registration 2013		<u>1,710.00</u>	
	<i>Total</i>		14,077.86	29,516.51
	<i>Debits to Account</i>			
18-Apr-2013	993699, Squash Aust reg Apr 2013	975.40		
26-Apr-2013	993700, P Tuffin, Performance pathway	895.51		
1-May-2013	993701, GST Jan - Mar 2013	604.00		
1-May-2013	Bank fee May 13	12.70		
6-May-2013	993691, K Harbutt, President's meeting	32.00		
9-May-2013	993705, Conference Dinner, Performance pathway	1,057.50		
10-May-2013	993709, C Doig, Performance pathway	44.48		
20-May-2013	993708, M Dunn, Performance pathway	76.15		
27-May-2013	993710, D Mulcahy, Performance pathway	30.00		
28-May-2013	993702, M Hudson, Performance pathway	23.50		
28-May-2013	993707, M Hudson, Performance pathway	610.39		
28-May-2013	993712, M Hudson, Performance pathway	288.30		
29-May-2013	993704, Squash Aus affiliation	975.40		
29-May-2013	993711, C Doig, Performance pathway	44.48		
1-Jun-2013	Bank fee Jun 13	<u>15.60</u>		
	<i>Total</i>	<u>5,685.41</u>		<u>23,831.10</u>

All Unpresented Cheques

4-May-2013	993703; Squash Vic, Performance pathway	<u>1,232.00</u>	
	<i>Total</i>	<u>1,232.00</u>	<u>22,599.10</u>

Outstanding Supplier Invoices - None

	<i>Total</i>	<u>0.00</u>	<u>22,599.10</u>
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All Outstanding Sales Invoices

9-May-2013	327; Squash Australia; Tas Open 2013	5,500.00	
23-Apr-2013	325; Tas Squash Academy; Eastside player rego 2013	6,800.00	
4-Apr-2013	324; Genesys Wealth Advisors; PP sponsorship	<u>300.00</u>	
	<i>Total</i>	<u>12,600.00</u>	<u>35,199.10</u>

Below is overall position of Performance Pathway:

Income / Expense Report

Squash Tasmania

6-Jun-2013

Profit Centre: Performance Pathway

<u>Account</u>	<u>Type</u>	<u>Value</u>
Tas State Coach Conference Fees	Credit	3,529.05
PSCAT Grant	Credit	477.27
PP Training Camp Income	Credit	822.71
AJC 2012 canteen	Credit	3,803.45
PP Player Registration	Credit	5,999.93
PP Sponsorship	Credit	545.46
Underpinning Grant	Credit	7,500.00
Dinner Performance Pathway	Credit	190.90
Canteen Performance Pathway	Credit	<u>246.90</u>
	<i>Total</i>	<u>23,115.67</u>
Tas State Coach Conference Dinner	Debit	3,628.35
Tas State Coach Conference Expenses	Debit	663.62
PP Training Camp Expense	Debit	4,243.28
Performance Pathway Refund	Debit	45.45
Coach expenses	Debit	<u>1,902.76</u>
	<i>Total</i>	<u>10,483.46</u>
	<i>Profit / Loss</i>	<u>12,632.21</u>