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**BOARD MEETING MINUTES**

**Monday 10 April 2017 - Melbourne Sports & Aquatic Centre, 6.30pm**

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| **WELCOME**  Present: Nicci Rossouw, Catherine Swift, Carl Freshwater (via Kubi), Lee-Anne Carpenter, Gavin Murphy, Lao Biesbroek, Peter Wright, Olivia Coles, Fiona Young (CEO).  Apologies: Nil.  The President welcomed returning Board Directors Catherine Swift and Lao Biesbroek and new Directors Olivia Coles and Peter Wright. | |
| **ITEM** | **ACTIONS** |
| **1.0 Conflict of interest declaration** – nil |  |
| **2.0 Election of President, Vice President**  Nicci Rossouw was nominated by Gavin Murphy, seconded by Catherine Swift, elected unopposed.  Catherine Swift was nominated by Gavin Murphy, seconded by Lao Biesbroek, elected unopposed. |  |
| **3.0 Previous Meeting Minutes**  **Matters arising from the previous Minutes** – the CEO advised Mulgrave Country Club has committed to supporting the Victorian Open Squash Championships for 2017 – 2020 for both sponsorship and use of the facilities.  **4.0 CEO’s Report**  **MSAC**  The CEO outlined the current status of the MSAC squash services noting the Albert Park Squash & Racquetball Club now appears to be operational. It was felt a letter should be sent to MSAC outlining the Board’s disappointment at the way the issue was handled and the loss of an opportunity to expand the range of activities at the centre of which S&RV could have been a part.  **5.0 Finance report**  **2017 Budget**  The CEO spoke to the proposed budget noting there is currently a $23k deficit. An application is currently being considered under a new Vichealth funding program with successful applicants expected to be announced within the next two months.  Grants have been received for:   * **$7,500** from the State Government for the 2017 Victorian Open Squash * **$5,000** from Geelong City Council for the 2017 Australian Junior Championships (event being run by Squash Australia) * **$5,000** from Vichealth, shared with Squash Logic for Water: drink of choice trial project   Grants applied for:   * **$5,000** from the State Government for the AJC * **$6,000** Victorian Junior Team for AJC (travel and accommodation)     Gavin Murphy asked about the submission from SARNEVA for funding for proposed regional activities. The CEO advised S&RV had provided a free 20 racquet equipment kit, promotional material and OzSquash marketing items but was not in a position to provide financial assistance. | CEO to draft a letter to the MSAC CEO and forward to Board members for comment prior to sending |
| **6.0 2017-2020 Strategic Plan Update**  The CEO spoke to distributed report noting the issues highlighted in red:  Sporting Schools – difficulty in making inroads into the program noting funding is applied for and received directly by schools.  Hits & Giggles – enticing more venues and clubs to be a part of the program.  And yellow:  Membership – current situation around double handling of data entry (SportyHQ and Matrix) noting the systems are expected to be combined in 2018.  Pop Up Squash – difficulty in obtaining space at Woodgrove Shopping Centre. |  |
| **7.0 Governance**  The CEO reaffirmed that the proposed changes to the Constitution were passed at the AGM.  The Board Charter and Code of Conduct were confirmed for 2017.  The Board Calendar was circulated noting a number of events are listed (under item 8 Stakeholder Communication) that Board members are encouraged to volunteer to appear at.  Board Sub-Committees:  Current subcommittees and members as listed in the Agenda were discussed. The CEO will contact all existing members to ascertain their willingness to continue plus circulate the current Terms of Reference for each committee to review. Board members appointed to sub-committees:  Racquetball – Lao Biesbroek to join Catherine Swift  Referees – Lee-Anne Carpenter  Coaches – Gavin Murphy  Pennant – Olivia Coles  Nominations – Peter Wright and Lee-Anne Carpenter to replace Nicci Rossouw  Governance – Lao Biesbroek to join Catherine Swift and Nicci Rossouw  Disciplinary/Tribunal – Peter Wright to step down as now a Board Director.  The President noted that the CEO has made arrangements for the Board Evaluation process to be undertaken within the next month. The Board Evaluation Policy is attached for new Directors information and Vicsport has been asked to conduct the review as the independent consultant (as per the Policy). | CEO to contact all existing Committee members  CEO to circulate Board Evaluation Policy  CEO to liaise with Vicsport for review facilitator |
| **8.0 Reports from Committees** – nil |  |
| **9.0 General Business**  **9.1 Squash Australia Special General Meeting**  The Board agreed to vote for the changes to the Squash Australia Memorandum of Association and Articles of Association (as circulated with the Agenda).  **9.2 La Trobe University Study**  The CEO outlined the Player survey to be undertaken, as part of S&RV’s Government funding, in conjunction with La Trobe University. A working group of Lao, Catherine, Nicci and the CEO has met with La Trobe to confirm the survey questions which will now be set up by La Trobe. Lao has volunteered Mountain District to be the pilot for the survey prior to general release. The survey will be distributed to competition players and members as well as using students and volunteers to survey social players in a several selected locations. Lee-Anne Carpenter volunteered to assist survey social players at Diamond Valley and Keon Park centres. |  |
| **10.0 Next Meeting**  The next meeting of the S&RV Board will be held on May 22, 6.30pm at MSAC.  Meeting closed at 8.00pm.  **Chair:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |