

SRASA BOARD OF DIRECTORS MEETING

MEETING: Board Meeting Wednesday 18 January 2012

LOCATION: 6pm, Squash SA, 440 Goodwood Road, Cumberland Park

1 ATTENDANCE

1.1 Present:

S. Abishara (SAb) Chair G. DeVizio (GD) 6.30pm C. Johnstone (CJ) C. Psaromatis (CP)
P. Teale (PT)

Ex Officio:

P. Sinnott (PS) - General Manager

1.2 Apologies:

M. Goldstone (MG) L. Franzi (LF) A. Proctor (AP) A. Ryan (AR)

1.3 Guests: Will Gray, Pennant Registrar

2. CONFIRMATION OF THE MINUTES

Confirmation of the Minutes of the Board of Directors Meeting held on 14 December 2011.

Board accept the Minutes, with minor typographical changes to be corrected.

Moved: Sam Abishara

Seconded: Con Psaromatis

Carried.

3. ITEMS ON AGENDA (Reports Circulated Electronically Prior to Meeting)

3.1 Pennant Tribunal Guidelines

Will Gray spoke to the Tribunal Guidelines Briefing Paper. The revised Tribunal Guidelines has been proposed in order to ensure the process is streamlined and independent. The proposal included introducing a set point system for misconduct. Proposal to be viewed by sporting legal authority – guidance from ORS.

Develop a Complaints Form to be placed on the Squash SA website. Composition of Independent Tribunal panel, endorsed by Board, not AGM. Tribunal matter correspondence remains on file indefinitely, consider timeframe for warnings/probation.

The Board suggested we approach NSW Squash regarding their guidelines. Final full document posted on the website but a shorter simpler version distributed to players. It is important we advertise we have a complaints process. Include this on the website, player email, pennant program and refer to this at the Player Referee Accreditation Sessions.

ACTION

Squash SA to generate a complaints form to place on the website, ready for the 2012 Autumn Pennant. Advise players of this.

Squash SA to research the Tribunal Guidelines further, and report to the Board.

MOTION

Board Agree in principle to the concept of the proposed revised Tribunal Guidelines.

Move: Philip Teale

Seconded: Cheryl Johnstone

Carried.

3.2 Pennant By-Law Changes

2(k) – Where permission is given by the Pennant Committee in exceptional circumstances, such approval must be in writing.

2k –modify to ‘approval in writing from Pennant Committee’.

4(a) – To be eligible to play in Pennant Competition, a player must be a financial member of the Club he or she represents. This by-law does not apply to reserves to ensure maximum participation.

OLD PROVISION - 4 (b) – *When team nominations close, all players who are nominated and have transferred from one Club to another Club must be cleared from their previous Club. A clearance in writing from the Secretary of the previous Club will authorise the transfer. The clearance must be attached to the team nomination Form. It shall be the responsibility of the Club submitting the team nomination Form to ensure that the clearance is attached to the said Form and is in order. In the event of an uncleared player being nominated in and/or playing for a team, the Pennant Committee may impose a fine not exceeding \$50 on the Club submitting the team or deduct the points gained by the team as a result of the breach.*

4 (c) – *Any player refused a clearance by a Club may appeal to the Pennant Committee. Clearances will only be refused on the ground that the player still owes Club membership fees (as well as Pennant fees, fines and re-imbursement of fines) to his or her previous Club. In the event of an appeal, the Pennant Committee may make such order relating to the clearance as it deems fit.*

NEW PROVISION – 4(b) – Any player who changes Clubs in between seasons may have their transfer objected to only on the basis of them being non-financial at their previous Club. Such persons shall be barred from participating in Pennant until such time as they are financial. In exceptional circumstances, an appeal may be made by a player refused transfer to the Pennant Committee c/o Squash SA.

4b – if a player played full time the season prior, and want to reserve for a different club next season, the player needs to have no outstanding debts at the prior club. An appeal can be made to the Pennant Committee c/- SSA if a player is refused transfer

11(b) – Only the above approved balls shall be used in Pennant Competition as follows:

All State Grades **and Division 1** (Open & Women) Dunlop Pro (double yellow dot)

Divisions 2 and below (Open & Women) Dunlop Competition (single yellow dot)

11(c) – **For all State Grades and Divisions**, should both players agree, then the Dunlop Pro (double yellow dot) or the Dunlop XX (yellow dot) may be used in any individual rubber. Should the players not agree then By-Law 11(b) shall apply.

11b/c – Leave ‘b’ as is – State Grade only but let players and Clubs know that if a Division 1 or 2 team chooses to, with the other teams permission they may use a double dot ball (supplied/purchased by the home team).

17(e) – To be eligible to play in a Major Round, a player must have played a minimum of 4 matches for a team in which they are nominated, or a minimum of 6 matches for the Club for which they seek

to play, and be compliant with by-law 6, except in exceptional circumstances with the prior consent of the Pennant Committee.

17e –Change to 5 matches instead of 6 for the Club (for this season).

ACTION

Advertise all changes in the pennant booklet.

MOTION

Board agree to the By-law changes with mentioned amendments.

Move: Philip Teale

Second: Cheryl Johnstone

Carried.

3.3 IMG Contract

PS to forward IMG Contract to Finance and Risk Advisory Committee. PW awaiting information regarding third party, security.

Squash SA is working with West Adelaide, Largs Bay, Penfield, South Adelaide, Next Generation, Loxton, Christies, Impact, and PAOC to introduce their pennant fees and Squash SA registration online, effective from 2012 Autumn Pennant.

ACTION

All junior and senior tournaments to be online. “to receive further communication” tick box to be included.

PW to check legal obligations regarding privacy rules and secure username and passwords.

PW to provide further information regarding IMG contract which covers Squash SA’s risk exposure and payment online security.

3.4 Online Member Satisfaction Survey

ACTION

Board to provide feedback on the survey. Board member (CJ and PT) and PS to collate feedback and modify survey. Table at next Board Meeting, then distribute the survey over the next few months. TV to recirculate the survey to all Board Members.

Pennant Survey Report

A copy of the Pennant Survey Report was distributed to all Board Members present and tabled. Discussions on how best to put the report on the website, or have people request a copy so we can monitor interest.

ACTION

PS to distribute to Pennant Committee, Referees, and Advisory Groups.

MOTION

Board to consider content of report and discuss at the February Meeting.

Move: Con Psaromatis

Second: Philip Teale

Carried.

3.5 Minutes/Briefing Paper Timeframes

General Business and Agenda items enable Directors, Advisory Committees and staff to raise matters for discussion at a Board meeting. Please note, Agenda items will not result in change to policy without the submission of a written report in accordance with our internal Minutes and Briefing Paper policy.

Minutes and Briefing Papers

1. Briefing papers are to be submitted to the General Manager by the 1st Friday of each month in order to be considered at the forthcoming Board meeting.
2. Agenda items and briefing papers will be finalised by the 2nd Friday of each month
3. The Board Meeting Agenda, Briefing papers and financial reports will be circulated to the Board on the 3rd Friday of each month
4. The Board Meeting Agenda will be posted on the Squash SA website on the 3rd Friday of each month.
5. Draft Board Minutes are to be circulated to the Board within 3 working days of holding a Board meeting
5. The Draft Board Minutes to be considered by the Board within 2 working days of receipt of the minutes and approved by way of email, or suggested amendments provided to the General Manager.
6. Board minutes will be finalised and distributed to members and life members – via mail within 2 working days of final approval
7. Board Minutes will be placed on the website within 2 working days of final approval.

2012 Provisional Calendar for Board Meetings, Guest Presenters and Agenda Items

Board Meeting Date	Guests Presenters	Agenda Item, Briefing & Discussion Topic
18 January 2012	Will Gray Pennant Registrar	Autumn Pennant Review
29 February 2012	Grant Norman Country Coordinator Peter Norman Referees Association James Rogers & Andy Edwards Development Officers	Country Development Overview 2012 Refereeing Strategy 6 month Operational Plan Overview
28 March 2012	Damien Hill Racquets Club Manager Patti Wilson Member Services Manager Guest Venue Operator	Club One and Bistro / Catering Agreement Patron Satisfaction Survey Results Player Satisfaction Survey Meet & Greet the Board
18 April 2012	Facility Advisory Committee Des Panizza Barossa Development Officer Jack Wass Awards Advisory Committee	Anchor Facilities Strategy Barossa Operational Plan progress report 2012 Service Awards Recommendations

Board Meeting Date	Guests Presenters	Agenda Item, Briefing & Discussion Topic
30 May 2012	Nicole Boyd Marketing Manager	Squash Week Overview
	Women's Development Advisory Committee	2012 Women's Development Strategy
	Finance and Risk Advisory Committee	2012/2013 Draft Operating and Capital Budgets
27 June 2012	Patti Wilson Member Services Manager	FEG Panel recommendations
	Damien Hill Racquets Club Manager	Racquets Operational Plan – Midyear progress report
	Phil Sinnott General Manager	Strategic & Operational Plan Midyear progress reports
25 July 2012	James Rogers Team Leader, Pathways Coaching Pool.	State Team selection, AJO logistics, Mid year EAS player assessments
	Nicole Boyd Marketing Manager	Squash Week Evaluation
	Junior EAS Player(s)	Meet & Greet the Board
29 August 2012	Grant Norman Country Coordinator	Country Development Overview
	Junior Advisory Committee	2012 Strategy Update
	Facility Advisory Committee	Facility Development Strategy Workshop 2.
17 September 2012	AGM	
31 October 2012	James Rogers Team Leader, Pathways Coaching Pool	2012 AJO debrief
	Senior Coordination Committee Andy Edwards Development officer	2012 National Teams Championship Debrief
	Squash Australia	Performance Pathways, National Tournament Calender, Strategic Plan
28 November 2012	Will Gray Pennant Registrar	Pennant year overview
	Finance and Risk Advisory Committee Bryan Ploenges Finance Officer	Mid year budget review
	Women's Development Advisory Committee	2012 Strategy Update
19 December 2012	No guests	Governance Appraisal

Board suggested Squash Australia to attend one meeting.

MOTION

Board minutes to be placed on website. Autonomy around discussions, however include motions and second of motion. Monthly Agenda to be posted on website with briefing papers available upon request. Annual Calendar to be placed on website.

Move: George DeVizio second: Con Psaromatis Carried.

3.6 Loxton Squash Club

Loxton Squash Club have expressed interest to purchase the glass court. Their local Council are keen to support the Club. The Board would like to encourage Loxton with their initiatives and good use of FEG funding.

ACTION

Progress discussions with Loxton, however keep options open for the sale of the glass court.

4. GENERAL MANAGER'S REPORT

4.1 General Overview Report

4.1.1 Junior Coordination Advisory Committee

PS provided an overview of the Junior Coordination Advisory meeting held on 17 January 2012. 2012 Emerging Athlete and Squad Member funding recommendations:

Stacey Cope \$2,000
Jasmin Burnard \$2,000
Lauren Aspinall \$1,000
Courtney Aspinall \$1,000
Bianca Burnard \$1,000
Sam Haydon \$1,000
David Fumpson \$500

In addition to receiving the above financial support, squad members receive 1 on 1 training and gym membership. The funding is to be paid in 2 instalments over a 12 month period.

MOTION

The Board endorsed the 2012 Emerging Athlete Squad Members and Financial Support as recommended by the Junior Coordination Advisory Committee.

Move: Con Psaromatis Seconded: Sam Abishara Carried.

4.1.2 Staffing

Staffing Reviews – Mid Year

PS to meet with staff and ensure they are working towards the operation plan and their stretch KPI's.

Board Appraisal Panel to meet with General Manager.

4.1.3 OHS Report

Racquets – As the industrial bin at Racquets SA is emitting an odour due to the heat, it has been moved to the back of the carpark. The relocation of the bin has created the need to provide a trolley and highviz vests to kitchen staff transporting rubbish to the bin.

ACTION

Club Manager and Catering Contractor to resolve matter in line with Safe Work Guidelines.

4.1.3 ORS Funding Review

- An additional \$500,000 allocated to facility development, resulting in nearly \$7.2m.
- The Sport and Recreation Sustainability Program (SRSP-\$3.1m) will replace the former Statewide Enhancement Program funding for core business activities for state sporting organisations. The SRSP will see the introduction of a simplified application process with a maximum allocation of \$100,000 per organisation. (opportunity to increase Squash SA core funding)
- A Sport and Recreation Development and Inclusion Program (SRDIP-\$4.073m) will be created to replace project funding for the Statewide Enhancement Program, Move It! And Inclusive Recreation, Inclusive Sport programs. (Opportunity increase)

Squash Clubs remain eligible for Active Club funding.

ACTION

Circulate new funding guidelines and opportunities to all affiliated Clubs.

4.1.4 Squash Australia purchased Matrix

Squash Australia have now purchased the Matrix. Squash SA to request Squash Australia provide a business plan regarding its implementation.

4.1.5 Regional Development Projects

Regional Development Projects that have progressed to round two – sporting facility major projects include Campbelltown, Gawler, Keith and Pt Augusta.

Onkaparinga Council are keen to investigate building 3-4 squash courts at the Seaford Recreation Centre, and to resurrect the 4 courts at the Aberfoyle Hub Recreation Centre. PS

and Onkaparinga Council to meet on 31 January 2012 to progress Architectural Concept Plans.

4.1.6 Anchor Facilities

MG and PS to meet with Court Operators – to discuss the Anchor strategy. Preparation of legal documents to progress. Call for Expressions of Interest from Court Owners, who would then present a case to the Board.

The Board discussed caution around the need to progress the Strategy thoroughly over time, rather than a rapid rollout, in order to ensure security over the Associations possible investments.

5. FINANCE (Reports Circulated Electronically)

December figures will be circulated shortly. Net gaming is going well.

Broad expressions of interest for Catering Agreement to progress.

The Board acceptance the November cash finance report and January Bank account.

Moved: Sam Abishara Seconded: Philip Teale Carried.

6. GENERAL BUSINESS

6.1 Racquetball Championships Venue (SA)

SA Racquetball Championships to be held at Karadinga on 10 and 11 March 2012. Entry forms finalised, online registration live by the end of the week. Interstate players have been notified, local players end of the week. Hoping between 50 and 60 players. Prize money \$2,000 total prize pool. Open and mixed grades A to E grade.

ACTION

Squash SA to email all players the details of the event.

7. POLICY

Team Name Policy

MOTION

Distribute the draft Team Name Policy to all Clubs for feedback. The Policy will not affect any teams this season (Autumn 2012). Provide further report to the Board.

Moved: Sam Abishara Seconded: Philip Teale Carried.

8. CORRESPONDENCE

In:

No correspondence to note.

Out

No correspondence to note.

9. SQUASH AUSTRALIA

No business to note.

10. NEW BUSINESS

10.1 Women's Development Advisory Committee

A key outcome for the 2011 Board Planning Weekend was the introduction of a Women's Development Advisory Committee. Cheryl Johnstone offered to Chair the Committee but would like to remove herself from her other Committees to be able to concentrate fully on this new Committee. Broadly the Committee will investigate why women are dropping out of squash and racquetball by consulting with players, Clubs, venue operators, juniors and past players.

MOTION

Cheryl Johnstone appointed the Chair of the Women's Development Advisory Committee. Expressions of Interest be called for Committee Members and an MOU in line with all existing Advisory Committees be established.

Moved: Philip Teale Seconded: George DeVizio

10.2 Player Referee Accreditation Sessions

The Player Referee Accreditation Sessions will be held the week prior to season commencing:

- Tuesday 31st January, 7-8pm at Karadinga Sports Club (576 Montague Road, Modbury)
- Wednesday 1st February, 7-8pm at INEA YMCA Meeting Room (39 Smith Street, Walkerville)
- Thursday 2nd February, 7-8pm at South Adelaide Squash Clubrooms (2a Midera Avenue, Edwardstown)

10.3 Pennant Booklet

The Board discussed the effectiveness of the Pennant Booklet. Squash SA to gain feedback from players during the Season. Suggested instigating a web based booklet mail a hard copy to the Team Captains or Clubs (mail out more if requested).

11. CONFIDENTIAL ITEMS

Nothing to note.

12. BOARD DIARY

Next Meeting Wednesday 29th February 2012.

13. CLOSE MEETING

Meeting closed at 9.30pm.