



SRASA BOARD OF DIRECTORS MEETING

MEETING: Board Meeting Monday 18 February 2013

LOCATION: 6pm, Racquets SA, 1303 South Road, St Marys

1 ATTENDANCE

1.1 Present:

S. Abishara (SAb)	G. DeVizio (GD)	L. Franzi (LF) (in at 6.45pm)
M. Goldstone (MG) (Chair)	C. Johnstone (CJ)	P. Stevens (PSt)

Ex Officio: P. Sinnott (PS) - General Manager

1.2 Apologies: A. Proctor (AP)
A. Ryan (AR)
P. Teale (PT)

1.3 Guests: Damien Hill, Racquets SA
Allan Wilson, Bluize Consultant (apology)

2. CONFIRMATION OF THE MINUTES

Minutes of the meeting held on 30 January 2013 were confirmed by email as a true and accurate record.

Minutes approved with minor amendment that where possible Squash SA funding be allocated to implement the Women's Development Strategy.

Moved: Cheryl Johnstone Seconded: George DeVizio Carried.

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

3.1 Racquets SA Roles and Responsibilities for Licensed Clubs (DH)

DH spoke on the responsible gaming folder, explaining to the Board where the policies and procedures are located at the Cashier area at Racquets SA. Staff training certificates are also kept in these folders. Liquor licensing following similar procedures to Gaming. The Board to meet with DH individually to sign off on their understanding of this.

"Responsible Gaming" message displayed prominently on Racquets SA website with a link to Clubs SA website which shows all policies/procedures. Action Damien Hill.

DH and PS took the Board on a tour through Racquets SA, providing an update on recent upgrades. The Bistro is now open Sundays for lunch, with approximately 85 patrons the previous Sunday. Racquets SA are affiliated with the Adelaide Rock n Roll Club, and run lessons at Racquets SA Wednesday and Thursdays.. This is helping increase patronage.



Additional 7 television screens will broadcast an in-house tv channel to promote the venues, upcoming events and advertise businesses that support Racquets SA. Racquets SA will also be conducting a letterdrop to surrounding suburbs, and will contact local businesses/sports clubs to inform them of the availability of functions at the venue.

Racquets SA currently have 3 darts teams and 5 eightball teams.

3.2 Bluize Software Capabilities

Due to Allan Wilson being an apology, this will be postponed to a later meeting.

3.3 SRASA Communication Strategy and Promotional Plans

PS spoke to the Communication Strategy and the Squash SA and Racquets SA Promotional Plan. The combined documents provide task initiatives and actions to deliver a consistent and clear brand awareness.

The Board suggested including a Marketing Budget to include future advertising on digital tv – 7mate or Gem.

PS spoke of the need to supply Clubs with an incentive to pass on information on their social/in-house players for Squash SA to be able to promote pennant, tournament and other squash and racquetball events to them.

Board suggested an incentive could be a reduction in Club affiliation costs.

Squash SA's modified landing page for the website will be introduced soon. This cleaner front page, and is aimed at introducing new players to squash and racquetball.

4. GENERAL MANAGER'S REPORT

4.1 General Overview Report

4.1.1 OHS Report

No OHS incidents or accidents to report.

4.1.2 General Manager's Report

STRATEGY

2013-2016 Strategic & High Level 10 Year Plan

(Working Group T.B.A.)

The current Strategic Plan is due for review in June 2013. The Board have previously resolved that the future Plan should consist of a 10 Year High Level Strategy accompanied by a 3 year Strategic Plan.

A discussion paper will be presented to the March Board Meeting to discuss where we are now (learning's from the past 3 years), the planning process (the next step), and who should be involved. At the March meeting a Working Group will be appointed to lead the planning program. An indicative program is outlined in the table on the following page.

Month	Milestone Task
March	Form Working Group to prepare Strategic Plan Program & Consultants Brief
April	Table Program and Brief with Board
May	Targeted Tender, circulate brief, recruit, commence program
June	Conduct workshops & stakeholder consultation
July	Conduct workshops & stakeholder consultation
August	Board finalise 10 year & 3 Year Plans
Sept	Plans tabled at the 2013 AGM

PS to present a paper to the Board next month, outlining where we have been, where we would like to go with facilities, tournaments and competition formats. Table final Strategic Plan at the 2013 AGM.

Move: George DeVizio Second: Sam Abishara Carried.

FACILITIES

Get Moving, Multi Court

The Office for Recreation and Sport provided a grant of \$10,000 for Squash SA to develop the 'Get Moving, Multi Court' Concept. The GM has appointed One-Eighty Leisure Solutions and Design Inc to undertake the following Project Brief:

- Ensure the multi court design elements meet the requirements of the sport (squash/racquetball), as well as local government mutual liability insurance scheme and other overarching government regulations
- Consult with LGA, Safe Work SA and industry specialists in the court feasibility and design study
- Involve representatives from Tea Tree Gully, Onkaparinga, Holdfast Bay, and Adelaide City Council in the project reference group
- Produce a facility risk assessment to include public risk consideration and solutions
- Produce concept drawings that illustrate the multi court in a public / open space setting
- Produce a certified structural plan for the facility
- Produce a facility lifecycle / maintenance plan and cost projections
- Provide QS construction cost estimations.

The project will be implemented over four stages – Research, Design, Costs & Risk Management and Final Report. The final report will be completed by June 2013.

Racquets SA: GME Trade Day

The Liquor and Gambling Commissioner on Trading Day 31 January 2013 determined the offers to sell and the offers to purchase and the vendor price as follows:

- Purchaser Price (*i.e. the amount that purchasers will pay*) \$60,000.00 (plus GST)
- Vendor Price (*i.e. the amount that sellers will be paid*) \$45,000.00 (plus GST)

In the 31 January trading round there were insufficient offers to purchase entitlements which were equal to or greater than the notional selling price of the entitlements that SRASA offered to sell.



Racquets Patron Visitation and Popularity

(Damien Hill, Club Manager)

Racquets SA is attempting to track patron movements and spend patterns within the venue. To capture the necessary data the Bluize software developer will attend the February Board meeting to discuss the capabilities of the Bluize software. In brief, the software can provide the following information:

- 'Visit Types' track the different 'Areas' people visit/use
- 'Visit Type' are Point of Sale (any till), Point Post (any node), Cashier (any redemption from any PC), Booth (visit to any booth)

However, the Point of Sale Locations cannot be separated into individual reports.

To improve the capability of the software, we would require:

- A summary report that tracks individual member transactions throughout the venue – bistro, bar, gaming during their visit
- A summary report that can analyze individual member transaction trends within the venue by demographic, or postcode, or other categories



Racquets SA manually collects data to track attendance and assess activity popularity trends as detailed in the table below:

Racquets SA Popularity Snapshot

January 2013	01-06 Jan	07-13 Jan	14-20 Jan	21-27 Jan	28-31 Jan	Month Total	Comment
Car Park Entrance Counter	1086	1348	1362	1624	786	6206	Patron numbers reduced by 680, due mainly to lack of functions for January and traditional quiet period following Christmas
Happy Hour attendance	86	120	100	120			Happy Hour attendance slightly down, illustrated by reduction in patron numbers
Electrical Raffle Attendance		70 (440)		65 (400)		135	Electrical raffle run fortnightly (\$Ticket Sales)
Darts Attendance							Out of season. Due to recommence Feb 2013
8 Ball Attendance							Out of season. Due to recommence Feb 2013
Function Attendance	-	34	128	24	30	216	RAAF Air Crew – 16 60 th Birthday - 34 Rock'n'Roll – 70 Wundulla Seniors - 20 M/Vale Probus Luncheon – 35 Southern Hospice – 28
Bistro Covers	334	339	513	462		1,648	Marginally down on previous year.



SERVICES

Performance Pathways

(James Rogers, Team Leader)

Following the January selection camp, 31 players submitted an expression of interest to join the Junior Development Squad, with 30 players selected to the squad. One player (from Clare) was not selected due to their current skill level, however will train periodically with the Team Leader with a view of fast tracking his skill development and retaining his interest.

The Junior Development Squad consists of 24 metropolitan and 6 country athletes made up of 11 girls and 19 boys.

Four Barossa players attended the selection camp and were each invited to join the squad, however deferred this year, due to existing sporting commitments. Four of the 2012 players have forfeited their squad positions due either to year 12 commitments or other sports taking priority. The Coaching Team Leader has individually invited each of these players to visit and participate as guests at Development Squad training sessions, and has encouraged the players to continue their involvement with the sport and their squash peers.

Fifteen training sessions will be held on Saturday afternoons 1-3pm or 3-5pm between February and the SA Junior Age Event, to be held on 01 and 02 June. In keeping with recent selection policy review, Parents and Players have been informed in person and via the parent information hand book of the requirement to attend a minimum of 10 training sessions to remain in the Squad and therefore remain eligible for selection into the State Junior Team.

Expressions of Interest for the 2013 Development Squad Coaching Pool were called in December 2012. The 2013 Coaching Pool consists of:

Dani Rogers	Manfred Lang
Tanya Marlor	Mark Jory
Kirsty Geue	Patrick Stevens
Andrew Edwards	James Rogers (Team Leader)

Mike Nash is also a member of the Coaching Pool, however is not available for any squad sessions that are held on the weekends. Mike may assist with the new U21 squad later in the year.

This years coaching pool reflects a better balance of male and female coaches, generally with more experience and expertise on offer than the 2012 coaching pool. However, it remains a challenge to secure a commitment from experienced quality coaches, regardless of the training schedule.

2013 Development Squad training will be held at South Adelaide, West Adelaide, Karadinga, Somerton and Ingle Farm. Two training sessions will be scheduled in the Barossa, with a focus on skill and fitness testing (6 courts access).



The 2013 Emerging Athlete Squad applications have been received, assessed and endorsed by the JACC. The 2013 EAS training program has commenced and this year will run from South Adelaide Squash Centre. In 2013, seven athletes received EAS positions. Their funding allocations are:

Name	Training Assistance	Funding Assistance
Jasmin Burnard	South Adelaide court time	\$2000*
Stacey Cope	South Adelaide court time	\$2000*
Sam Haydon	\$200 towards Clare fees	\$1000
Alex Haydon	\$200 towards Clare fees	\$500
Lauren McInerney	\$200 towards Clare fees	\$500
Alex Oswald	\$350 towards Norwood fees	\$1000*
Lauren Aspinall	South Adelaide court time	\$1000

All EAS and some Development Squad players are currently planning for the Australian Junior Open in Sydney from March 30 - April 2.

2012 Junior Club Program

(James Rogers, DO Metro, Andrew Edwards, DO Metro, Grant Norman, Country Coordinator)

The Junior Club Program is administered and delivered by individual Clubs. The individual success of each program (on a term by term basis) is the responsibility of the Club Committee / Club Administrator / Centre Owner.

Squash SAs Development Officers resource individual Junior Club programs by providing coaching support, marketing and promotional resources, and enquiry referrals. An incentive based rebate payment model was introduced in Term 4, 2011 (October) to encourage participation growth. The table below represents 2012 Junior Club Program participation statistics and compares these trends to 2011.

Ave Number of Juniors Attending						
Club	Coach	Term 4 2011	Term 1 2012	Term 2 2012	Term 3 2012	Term 4 2012
Impact	Tahlia Martin	8	7	6	5	5
Ingle Farm	Patrick Stevens	4	2	1	1	6
Karadinga	Lucas Norman	20	13	4	8	9
Mount Barker	David Jarvis	8	8	0	0	0
Norwood		0	0	0	0	0
Somerton	Mark Parker	5	3	4	4	2
South Adelaide	David Fumpson	11	7	8	8	4
Turramurra	Patrick Stevens	4	2	4	4	5
West Adelaide	Anthony Iasiello	7	5	5	5	3
YMCA INEA	Alex Grosset	4	0	0	0	0
Barossa			16	18	17	15
	Total	71	63	50	52	49

Ave Number of Juniors Attending						
Club	Coach	Term 4 2011	Term 1 2012	Term 2 2012	Term 3 2012	Term 4 2012
Clare	Katrina Jones	6	61	25	17	0
Loxton	Tanya Marlor	0	7	14	7	7
Millicent	Paul Ashworth	11	13	12	13	14
Naracoorte	Roger Dickenson	6	8	11	15	25
Port Pirie	Selina Dienhoff	0	0	0	0	0
	Total	23	89	62	52	46

The fluctuation in participation numbers evidences the need for Squash SA to create ‘focus programs’ that target participation growth at a metropolitan pilot club North, South and Central. The Barossa Program represents rapid growth, as a concerted effort is placed at that Centre, as has Clare and South Adelaide in the past.

Squash SA has met with Salisbury Council to discuss establishing a Northern Focus at the Ingle Farm Centre (in conjunction with the existing junior program). The Squash SA office relocation to South Adelaide Squash Centre, also presents an opportunity to create a Southern Focus at that Centre.

STAFFING

There are no staffing matters to report on.

COMMUNICATION

The Board were provided with the SRASA Communication Strategy which dovetails to individual Promotional Plans for Squash SA and Racquets SA.

GOVERNANCE AND ADMINISTRATION

The Squash Australia Governance Review Report – Strengthening Squash Australia, and three related appendices has been circulated to the Squash SA Board for review and consideration. The Squash Australia Board adopted the Review at their February Board meeting and has provided their position on each of the Review Recommendations. Squash SA is invited to provide commentary on the Review Recommendations and the Squash Australia Board’s position on each.

A period of 21 days is provided for Member comments, to be submitted by Wednesday 6th March, to Squash Australia. The comments provided by each State will be circulated to all Members by Friday 8th March, so as to assist the discussion at the Squash Australia National Workshop, which will be held on Saturday 23rd March, 2013.

The President and General Manager will prepare Squash SAs response, following a Board Discussion at the Squash SA February Board Meeting.



Executive Report: January 2013 Financials
Racquets SA

Racquets SA SUMMARY NET PROFIT / (LOSS)	Month January	Month January		Year to date 2012/13	Year to date 2012/13	Annual Budget EOY	
	Actual	Budget	<u>Variation</u>	Actual	Budget		<u>Comment</u>
Admin	(17,848)	(16,690)	1,158	(106,779)	(106,244)	(173,652)	A late Lion Nathan rebate payment of \$3,000 (due in January) will correct sundry income. YTD performance meets YTD budget targets
Bar	4,808	5,088	(280)	25,702	25,080	60,696	January sales are down on budget due to traditional post-Christmas/school holiday slow period. YTD performance meets YTD budget targets
Bar Catering	94	100	(6)	954	700	1,200	YTD performance exceeds YTD budget targets
Gaming	60,938	70,697	(9,759)	487,539	488,228	841,352	Gaming turnover is down on budget projections due to traditional post-Christmas/school holiday slow period. Gaming net 8.61% is down on the projected room average of 9.25%. YTD performance meets YTD budget targets A promotional action plan is in place to increase patron numbers to Racquets and therefore increasing turnover.
Kitchen	(2,677)	(2,910)	(233)	(15,688)	(16,380)	(41,780)	YTD performance meets YTD budget targets
NET PROFIT	45,315	56,285	(10,970)	391,840	394,025	687,816	January shortfall can be directly attributed to the Gaming monthly performance. All other areas are performing as per Budget. YTD performance meets YTD budget targets

Executive Report: January 2013 Financials

Squash SA

The Squash SA Income Statement was not available at the time of writing this report, therefore an Executive Summary could not be provided. The Income Statement will be circulated in the coming days.

During the month of January, there were no unexpected Squash SA payments that would have a significant impact on the projected January expenditure budgeted. The month has seen a concerted effort towards collecting player fees, as identified in the mid-year review (January Board meeting).

INFORMATION THAT IS WORTH SHARING

Australian Institute of Sport Restructure and National Performance Pathways Program

A submission was delivered to the AIS by Squash Australia, on the 1st of February in line with the requirement from the AIS for all sports to present a performance case for the continuation of funding. A formal presentation to the AIS will be given in mid-February; with it anticipated that the funding announcements for all sports will be made at the end of March.

Applications for the National Talent Development Coach (NTDC) have now closed and Squash Australia is currently working through the recruitment process.

Rod Eyles and Vicki Cardwell's contracts as National Talent Development Coaches have now concluded.

On appointment of the National Talent Development Coach the national talent squad programs will be coordinated by the new NTDC. It is anticipated that a broader approach to the national talent squad program will take place with the development of squads at younger age groups including Under 17, Under 15 and Under 13. Increasing domestic and international competition opportunities at junior level will be a priority.

SA Open

PS discussed the 2013 SA Open venue options and logistics. Additional grandstanding can be added to Barossa Valley courts, with discussions on having a bus running from Adelaide to the Barossa. PAOC could also be a suitable venue due to its closeness to the Gala Dinner Venue (National Wine Centre), additional seating would need to be added for spectators.

The Board suggested Barossa as a first choice to host the SA Open, given spectator capacity as PAOC.

Move: Cheryl Johnstone Seconded: Patrick Stevens Carried.

5. FINANCE (Reports Circulated Electronically)

5.1 Bank Statement and Cash Flow Position (PT)

5.2 Income Statements Squash SA and Racquets SA

Squash SA Cash Flow is dictated by players payments online. Squash SA to survey Clubs regarding the IMG payment system versus other models of payment.

SRASA have been rebuilding cash reserves and paying off loans.

A full financial report is tabled in the General Managers Report at 4.1.2.

Financial Statements Accepted and Noted

Moved: Sam Abishara

Seconded: Lynton Franzi

Carried.

6. GENERAL BUSINESS

CJ has a contact who is involved in the Mitsubishi Redevelopment, Squash SA (LF, PS) to meet with them to investigate.

7. ITEMS FOR INFORMATION

7.1 **Racquets Façade**

A quote has been submitted to Racquets SA \$25,000, changes to concept plans/colours. PS to circulate final concept prior to work beginning. '1303' does not need to be too prominent, more important to have what Racquets SA is and they offer. Complete within the month (by next Board Meeting).

7.2 **Gala Dinner Update**

Awards Committee (Doug Stephenson, Wendy May, Manfred Lang) – Life Members, Service Awards. Recommendations to the Board in March 2013.

7.3 **2013 Calendar of Events**

TV to email the 2013 Calendar of Events to the Board, printable in A3.

7.4 **Board Orientation and Professional Development Plan**

Draft of Plan. Guest speakers to talk on their areas of expertise.

8. POLICY

No policies to record.

9. CORRESPONDENCE

In

OLGC Trading Day Outcomes (notes above)

Squash Australia Governance Review

Out

Racquets SA Review Brief

Squash Australia AGM Board Delegates

10. SQUASH AUSTRALIA

10.1 Squash Australia Notice of Annual General Meeting

10.2 Squash Australia Service Agreement

Squash SA has signed off on Squash Australia Service Agreement.

10.3 Squash Australia Governance Review Report

The Governance Review is going to Workshops and AGM, to see if they will adopt all 14 recommendations or in part. SRASA Board need to give a written response by 6 March.

PS to email recommendations to gain our Boards approval or feedback.

10.4 Justin Beard Fundraising

Justin Beard held a 12 hour squash and racquetball marathon at Karadinga Sports Centre to raise funds to help him on the professional men's squash circuit.

Squash SA to match Karadinga or total funding, great initiative by Justin.

Move: George DeVizio

Seconded: Sam Abishara

Carried.

11. NEW BUSINESS

12. CONFIDENTIAL ITEMS (IN CAMERA)

12.1 Racquets Review

12.2 Hendon Squash Centre

13. BOARD DIARY

Next Meeting: 6pm Monday 18th March 2013, at Racquets SA – 1303 South Road, St Marys.

14. CLOSE MEETING

Meeting closed at 7.45pm.