

SRASA BOARD OF DIRECTORS MEETING

MEETING: Board Meeting Monday 19 July 2010

LOCATION: 6.15pm for a 6.30pm start
Racquets SA

1 ATTENDANCE

1.1 Present:

M. Goldstone (MG)	S. Allan (SA) (arrived: 6.50pm)	S Abishara (SA)
A. Proctor (AP)	J. Wass (JW)	D. Giles (DG)
R. Tisher (RT)		

1.2 Ex Officio:

P. Sinnott (PS)

1.3 Apologies:

Cheryl Johnstone Steve Cope Damien Hill

1.4 Guests:

Racquets SA Club Manager Presentation made by Phil Sinnott
Grant Norman, Country Development (Whyalla Audit)
Jane Intini, Marketing Manager
John Cranwell, Pathways Manager

2 CONFIRMATION OF THE MINUTES

Confirmation of the Minutes of the Board of Directors Meeting held on 21 June 2010 :

Moved: Alissa Proctor Seconded: Richard Tisher Carried.

Confirmation of the Minutes of the Special Board of Directors Meeting held on 5 July 2010 :

Moved: Alissa Proctor Seconded: Richard Tisher Carried.

3. FINANCE *(Reports Circulated Electronically)*

3.1 Income Statement Racquets SA / Squash SA

3.2 Bank Statement

3.3 Financial Summary Report

Verbal overview of June accounts given to Board on points 3.1 to 3.3:

- Racquets: Budget tracking well, only major variance is investment properties to be discussed in other business. Capital expenditure for new surveillance system (budgeted). Phil is currently disputing OAMPS insurance claim for coin lost in robbery approximately \$15K.
- Squash SA: Major variances to projected expenditure is High Performance and Pennant due to the appointment of full time admin and Pennant Honorarium (Pennant Registrar)

3.4 2010/2011 Operational Budgets

- General discussion regarding budgets and necessity to adhere closely to these in the next financial year. Should income drop, appropriate action by General Manager and all First Line Managers to be taken to address and reign in expenditure.

Board motioned to accept financial report overview:
 Moved: Richard Tisher. Second: Sam Abishara. Carried.

- Phil Sinnott, Bryan Ploenges (Finance Officer Bookkeeper), Rod Shearing (Auditor) to refine final budgets for adoption in August.

4. GENERAL MANAGERS REPORT and ITEMS FOR INFORMATION

4.1 Action Summary Report

Tabled for information – report circulated to Board electronically prior to meeting.

5. BUSINESS ARISING FROM PREVIOUS MEETING

5.1 Facility Enhancement Grant Program Policy

Action	Responsible	By When
The Board adopted the Facility Enhancement Grant Program Policy. Moved: Alissa Proctor Seconded: Danny Giles Carried. Board noted the high level of professionalism of the FEG Information Pack and detail of the Grants Program. Thanks and appreciation is extended to Patti Wilson by the Board for her efforts.	Patti Wilson	N/A

5.2 Whyalla Squash Club Audit

Report tabled to Board outlining current situation of Whyalla Squash Club – need for repair, upgrade and membership drive.

Action	Responsible	By When
Phil Sinnott and Grant Norman to report back to Whyalla Squash Club on the general Board discussion/feedback. Options discussed: 1. Approaching Santos/One Steel to become a business partner 2. Bank Loan or 3. Perform full assessment of facility including maintenance, staffing costs and putting together a business plan and costing schedule.	PS/GN	August Board Meeting

5.3 Web TV Business Case

Jane Intini presented a unique opportunity to be a front runner in regards to Web TV and new image to be portrayed by Squash SA to Board.

Action	Responsible	By When
Recommendation to support the Web TV Business Case presented by Jane premised on the following conditions: conditional upon a 3 month review; Squash SA to commit to \$20,000 from current budget for the first 6 months and Jane to continue to pursue corporate sponsorship to fund program. Moved: Alissa Proctor Carried: Stewart Allan. Carried.	Jl	Immediately

5.4 Pathways Model

John Cranwell tabled the Pathway Model with Board, outlining next steps to progress model structure.

Action	Responsible	By When
Board supports General Manager and Pathway Manager to progress the new structure as appropriate. Moved: Jack Wass. Seconded: Stewart Allan. Carried.	PS/JC	Immediately
AJC: Appointment of Katrina Jones and James Rogers, with Karen Bernard and Karen Cope as cooks (joint role in lieu of an honorarium) - subject to successful police checks. Moved: Jack Wass. Seconded: Stewart Allan. Carried.	JC	Immediately

5.5 OH&S Policies

Action	Responsible	By When
Board adopts recommendations of OH&S Board Briefing Paper to: Adopt policies SSA035 to SSA042 for Squash SA and Racquets SA as listed below, effective immediate, <ol style="list-style-type: none"> 1. SSA035 Injury Management Policy 2. SSA036 Plant Policy 3. SSA037 Safety Induction Program 4. SSA038 Hazard Management Policy 5. SSA039 Incident & Procedures Policy 6. SSA040 Drug Policy 7. SSA041 Hazardous Substances Policy 8. SSA042 Workplace Bullying Policy and that the designated Responsible Officers (Phil Sinnott) for Squash SA and Racquets SA (Damien Hill) implement the individual policy requirements. Moved: Stewart Allan. Seconded: Sam Abishara. Carried.	PS/DH	Immediately

5.6 NJS Review

Action	Responsible	By When
Deferred to August meeting.		

6. NEW BUSINESS

6.1 Millicent Open Proposal

Jane Intini presented proposal to the Board to introduce a closed regional tournament.

Action	Responsible	By When
Register date in PSA Tournament Calender, Squash SA will allocate \$2500 from current SA tournament budget structure, Jane to continue to source sponsorship from regional businesses to match Squash SA input and also approach Squash Australia for assistance. Funding for future regional tournaments to be projected in future budgets. Moved: Sam Abishara. Seconded: Jack Wass. Carried.	Jl	ASAP – Register PSA date and move forward with sponsorship assistance.

6.2 Sport SA Awards

Action	Responsible	By When
Chris Dittmar and Vicki Cardwell nominated for the Sport SA Hall of Fame. Table of squash representatives to be coordinated for the night.	PS	ASAP

6.3 Annual Report

This year will see a new format presented for the Annual Report. The format will be more corporate and display strong and "extreme" images aiming to capture next generation of players, moving away from traditional forms.

Action	Responsible	By When
To progress new look of Annual Report.	PS, PW, JI, TV	Immediate

7. CORRESPONDENCE

In

7.1 C. Pyne Support for Campbelltown Leisure Centre Redevelopment

7.2 OAMPS Claim \$24,000

Out

7.3 Gary Hampson, Squash ACT President - Glass Court Hire

Action	Responsible	By When
Phil to report back at next meeting payments received to date, and outgoings associated with court hire / shipping.	PS	August Board Meeting.

7.4 ASB Squash Court Consignment for Sale of Glass Court

7.5 G. Warnecke, Head of Sport, Glasgow 2014 Limited – Sale of Squash SA Glass Court

8. SQUASH AUSTRALIA

8.1 2010 Australian Open

Action	Responsible	By When
Board Member travel policy to be prepared by Phil Sinnott and instigated.	PS / SA	August Board Meeting.

9. OTHER BUSINESS

9.1 New Squash SA Logo

Proposed new logo was presented to Board. Aim to capture a corporate professional look with a 'tough' edge.

Action	Responsible	By When
The new Squash SA logo was supported and accepted by the Board. Moved: Alissa Proctor. Seconded Jack Wass. Logo to be launched at AGM and 2010 Annual Report.	JI	Immediately

9.2 Junior Committee - Appointment

Action	Responsible	By When
Board appoints: Grant Norman, Danny Giles, Steve Cope and Kaye Reeves. The Junior Coordination Committee to meet as a priority. Moved: Richard Tisher. Seconded Alissa Proctor.	Grant Norman/JC	Immediate

9.3 Investment Properties - Vandalism / Stripping

Action	Responsible	By When
Recommendation to Board to approve the demolition of the properties to safe standards. The properties are located at: 1-3 Brookman Street & 16 & 18 Paul Street. Moved: Jack Wass Seconded: Alissa Proctor. Carried.	PS	Immediately

- 9.4 Masters submitted further application to ORS for funding for Fit for Work and Fit for Family programs, which will be followed up by Fit for Life program in 2011.(Jack Wass)
- 9.5 ORS funding is being to fund the 'Back on the Ball' Program, a modified squash/health program targeting overweight and at risk obese children. The program is currently running in conjunction with Sanjeev Khurana, Will Gray and Norwood Squash (Phil Sinnott).
- 9.6 Racquet Ball Update –new team nominated, upcoming bylaw changes to be ratified by board at next meeting, suggested umpiring accreditation/training to incorporate racquet ball. (Sam Abishara)

10. NEXT MEETING

Meeting: Monday 16th August 2010

Meeting closed at 10.15pm