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## **TASMANIAN SQUASH RACKETS ASSOCIATION INC**

**Minutes of Committee Meeting held on  
Saturday 17<sup>th</sup> August 2013 and Sunday 25<sup>th</sup> August  
Eastside Squash Centre, via Skype and telephone**

### **1. PRESENT**

Guest: Max Moorhouse – 4:30 to 5:15PM

Committee:

Chris Doig, Kent Harbutt; Brett McGrath (did not attend after adjournment), Greg Ward, Nathan Ward, Leon Barnett, Michael Brown, Mark Noonan, Julie Smith-Kingston

### **2. APOLOGIES**

There were no apologies.

### **3. PRESENTATION ON SQUASH DEVELOPMENT COUNCIL OUTCOMES**

Max Moorhouse addressed the Committee on the Australian Junior Squash Tour, delivery of Oz Squash as an Active After School Communities Program and the new Squash Australia Coach Classifications. Documentation attached to these minutes summarises the material presented.

### **4. TREASURER'S REPORT**

The Treasurer's report was circulated with the Agenda prior to the meeting. An amended report was forwarded via email Saturday morning, 17<sup>th</sup> August. It was moved Mark Noonan, seconded Julie Smith-Kingston "that the Treasurer's Report be received and that the Treasurer be requested to continue to follow up outstanding invoices".

*Carried unanimously*

Michael Brown left the meeting at 5:30pm

### **5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

It was moved Greg Ward, seconded Kent Harbutt "that the minutes of the meeting held on Saturday 8<sup>th</sup> June, 2013 be confirmed.

*Carried unanimously*

### **6. BUSINESS ARISING FROM THE MINUTES**

To be reviewed by Chris Doig and a list of outstanding items to be forwarded to the Committee for action.

Brett McGrath has accepted the role on Minutes Secretary and will prepare the Agenda for the next meeting and the Minutes with the assistance of Chris Doig. He will take over the full role starting from the subsequent meeting.

### **7. GENERAL BUSINESS**

#### **7.1. Operational Plan Mid-Year Report**

The Manager, Tasmanian Squash Academy spoke to his report on the Squash Tasmania Operational Plan. He advised that the second paragraph of the discussion was incorrect and that the percentage of the expected income from affiliation fees was similar to 2012.

It was moved Chris Doig and seconded Leon Barnett

“That the report from the Tasmanian Squash Academy on the Squash Tasmania Operational Plan Mid-Year Report be received and that:

1. The report be received and the contents noted.
2. The Squash Tasmania Performance Pathway Committee be requested to provide a report on the program including a detailed financial report including all income and expenditure.”

**Carried unanimously**

Brett McGrath left the meeting at 5:45pm

## **7.2. Appointment of Service Provider for Squash Tasmania Administration and Program Delivery**

Following discussion which resulted in the motion being amended to delete reference to the “Development Manager Position Description”, it was also resolved that there should be a face to face meeting held to discuss the 2014 Operational Plan. This would include a discussion on the relationship between the Totball and Squash-in-School Promotions, Oz Squash AASC delivery and other junior squash programs. It was agreed that the cost of such a meeting would be borne by individual Committee Members.

It was moved Chris Doig and seconded Kent Harbutt

“That the report from the Squash Tasmania President on the Appointment of Service Provider for Squash Tasmania Administration and Program Delivery be received and that:

1. The Tasmanian Squash Academy appointed as the service provider to administer and deliver the projects identified in the Operational Plan.
2. The position description for the role be reviewed by the working group established at the 8<sup>th</sup> June, 2013 Squash Tasmania Committee Meeting.”

**Carried unanimously**

## **MEETING ADJOURNMENT**

The meeting adjourned at 6:26pm. The next meeting will be re-convened at 8:00pm on Sunday 25<sup>th</sup> August 2013 via Skype and phone.

The meeting resumed at 8:07pm Sunday 25<sup>th</sup> August.

## **7.3. Australian Junior Squash Tour Tournament Administration**

It was moved Leon Barnett and Seconded Greg Ward

“That the report from the Tasmanian Squash Academy on the Australian Junior Squash Tour Tasmanian Tournament Administration be received and that:

1. The Squash Tasmania Performance Pathway Junior Committee be requested to review the considerations and suggestions in this report and to prepare a report in conjunction with the Manager of the Tasmanian Squash Academy with recommendations for Squash Tasmania’s involvement in the Tasmanian Australian Junior Squash Tour Events in 2014 and beyond.”

**Carried unanimously**

## **7.4. Tournament Director for all Classified State Junior Tournaments**

This item was withdrawn by the Author as the matter was dealt with in a previous report.

## **8. OTHER BUSINESS**

### **8.1. Committee Protocols**

The President addressed the Committee on protocols for processing agenda items and expressed a view that the Committee needs to project a positive image to the squash community.

### **8.2. President's Council Meeting, Brisbane weekend of the 9/8/2013**

Kent Harbutt, Squash Tasmania's Vice President and representative on the President's Council presented a report to the meeting. It was moved Mark Noonan and Seconded Michael Brown

"That the Report from the Vice President be received and the contents noted."

**Carried Unanimously**

### **8.3. Ulverstone Affiliation**

The non compliance of the Ulverstone Squash Club with the Squash Tasmania Affiliation Policy was discussed. Despite many verbal requests from the President both last year and this year there has been no adequate response or payment.

Brianna Stone, a junior player from the Ulverstone Club has been selected in the State team but has not been affiliated with the club. It was decided that Brianna would be affiliated with the Tasmanian Squash Academy Ulverstone program as an interim measure. This will allow her to represent the state.

After considerable discussion it was decided that the Treasurer and the President would draft a letter to the club. The letter is to require acknowledgement by the club within 7 days and a full response within 30 days. The letter is to be hand delivered.

### **8.4. Outstanding Affiliation Fees to Squash Tasmania**

A report prepared by Leon Barnet was not considered due to the lack of a Seconder. However, there was some more general discussion on the matter. An outstanding invoice to the Tasmanian Squash Academy was the major discussion item. It was agreed that the Treasurer would continue to monitor and discuss payments with the Tasmania Squash Academy.

### **8.5. Tasmanian Open**

It was agreed to list this on the next agenda.

## **9. CLOSURE**

The meeting closed at 9:37pm. The date and time of the next meeting is to be determined.

**Chris Doig  
Acting Secretary**

**TO BE CONFIRMED / /2013**

**Bank Reconciliation Report****Squash Tasmania**

17-Aug-2013

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**From :** 7-Jun-2013 **To :** 17-Aug-2013

<b>Date</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
7-Jun-2013	Opening Balance			23,831.10
	<i>Credits to Account</i>			
12-Jun-2013	Penguin registration 2013		80.00	
26-Jun-2013	Penguin registration 2013		160.00	
1-Jul-2013	Interest Jul 13		8.36	
3-Jul-2013	Squash Aus Tas Open grant 2013		4,365.00	
10-Jul-2013	Penguin registration 2013		50.00	
23-Jul-2013	Kingborough registration 2013		100.00	
1-Aug-2013	Interest Aug 13		5.93	
15-Aug-2013	PP P Tuffin sponsorship		<u>1,650.00</u>	
	<i>Total</i>		6,419.29	30,250.39
	<i>Debits to Account</i>			
12-Jun-2013	993703, Squash Vic, Performance pathway	1,232.00		
17-Jun-2013	993716, PP 2013 Player G Pattision	150.00		
17-Jun-2013	993722, PP 2013 Jacket P Tuffin	67.00		
19-Jun-2013	993718, PP 2013 Coach C Doig	100.00		
20-Jun-2013	993713, PP 2013 Player J Stokes	150.00		
26-Jun-2013	993717, PP 2013 Coach Wynyard Squash Club	100.00		
1-Jul-2013	993721, PP 2013 Coach xxx	100.00		
1-Jul-2013	Bank fee Jul 13	14.30		
8-Jul-2013	993723, PP 2013 Clothing	2,508.00		
10-Jul-2013	993724, Tas Open (Squash Aus)	5,500.00		
10-Jul-2013	993725, Tas Open Prize money	6,398.70		
10-Jul-2013	993714, PP 2013 Player C Ward	150.00		
10-Jul-2013	993719, PP 2013 Coach B URen	100.00		
17-Jul-2013	993720, PP 2013 Coach L Pattision	100.00		
29-Jul-2013	993726, P Tuffin, Performance pathway	974.15		
30-Jul-2013	993727, GST Apr - Jun 2013	701.00		
1-Aug-2013	993728, P Tuffin, Performance pathway	607.75		
1-Aug-2013	Bank fee Aug 13	10.20		
13-Aug-2013	993729, K Harbutt, President's meeting	<u>900.00</u>		
	<i>Total</i>	<u>19,863.10</u>		<u>10,387.29</u>
	<i>All Unpresented Cheques</i>			
12-Aug-2013	993730; Squash Aust Matrix 2013	829.60		
12-Aug-2013	993731; Squash Aust Tas Open refs 2013	1,493.30		
12-Aug-2013	993732; Squash Aust reg Aug 2013	975.40		

16-Aug-2013	993733; P Tuffin, Performance pathway ACT accomm	<u>483.75</u>	
	<i>Total</i>	<u>3,782.05</u>	<u>6,605.24</u>
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	<i>All Outstanding Supplier Invoices</i>		
1-Aug-2013	99; Michael Brown; Email hosting costs 2013	130.00	
1-Aug-2013	1/8/2013; Business Affairs Tas; Annual return	80.00	
16-Aug-2013	99; Australian Juniors; Aus Juniors Entry	2,000.00	
16-Aug-2013	98; Australian Juniors; Juniors tops	2,000.00	
16-Aug-2013	99; Performance Pathway; P Tuffin Canberra	3,000.00	
16-Aug-2013	97; Australian Juniors; Referrees 2013	<u>500.00</u>	
	<i>Total</i>	<u>7,710.00</u>	<u>-1,104.76</u>
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	<i>All Outstanding Sales Invoices</i>		
23-Apr-2013	325; Tas Squash Academy; Eastside player rego 2013	6,800.00	
4-Apr-2013	324; Genesys Wealth Advisors; PP sponsorship	300.00	
20-Jul-2013	332; Tas Squash Academy; Scottsdale Registration 2013	630.00	
25-Aug-2012	299; Ulverstone; Ulverstone Registration 2012	883.00	
30-Jun-2013	330; Tas Squash Academy; Eastside player rego 2013	680.00	
1-Jul-2013	329; Tas Squash Academy; 2013 Sponsorship	<u>3,850.00</u>	
	<i>Total</i>	<u>13,143.00</u>	<u>12,038.24</u>
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