



TASMANIAN SQUASH RACKETS ASSOCIATION INC MEETING

Date: Sunday 4th May 2014 **Time:** 8:00 pm

Venue: via Skype

Minutes

1. Present

Chris Doig, Greg Ward, Nathan Ward, Leon Barnett, Michael Brown (from item 9), Mark Noonan, Julie Smith-Kingston, Robert Clyde, Kent Harbutt

2. Apologies

Michael Brown advised that he would be late.

3. Confirmation of Minutes

It was moved Greg Ward, seconded Kent Harbutt "that the minutes of the Squash Tasmania committee meeting held on Sunday 4th May, 2014 be confirmed."

Carried unanimously

4. Business Arising from the Minutes

There was no business arising.

5. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

6. Reports and Recommendations for Consideration

6.1. Squash in Tasmania Posters and Sponsorship Prospectus

It was moved Kent Harbutt, seconded Robert Clyde

"That the report from the Tasmanian Squash Academy on **Squash in Tasmania Posters and Sponsorship Prospectus** be received and that:

1. The Tasmanian Squash Academy be reimbursed the payment made to Blacksnake Publishing of \$737.00.
2. The Manager, Tasmanian Squash Academy be authorized to proceed with the printing and laminating of the posters and the distribution to Tasmanian squash centres."

Carried unanimously

6.2. Squash Tasmania Calendar of Events

It was moved Greg Ward, seconded Kent Harbutt

“That the report from Leon Barnett on the subject of the Association’s Calendar of Events be received and that the Squash Tasmania Committee seek and appoint a Volunteer from the Committee to undertake this role and liaise with all Member Clubs and report back to the Committee with a draft copy prior to the release of the Calendar by October 2014.”

Carried unanimously

6.3. Annual Dinner and Ian Hocking Award

It was moved Greg Ward, seconded Julie Smith-Kingston

“That the report from Leon Barnett on the Annual Dinner and Ian Hockey Award be received and that the Squash Tasmania Committee immediately appoint Kent once again to organize this important function.

This will give Kent time to form his working party, venue, costings, dignitaries and sufficient time to have the awards and certificates prepared.”

Carried unanimously

6.4. 2014 Delivery of Squash-in-Schools and Totball Promotions

It was moved Greg Ward, seconded Nathan Ward

“That the Report from the Tasmanian Squash Academy on the **2014 Delivery of Squash-in-Schools and Totball Promotions** be received and that:

1. The Tasmanian Squash Academy sponsorship totalling \$7,000 plus GST is accepted.
2. Payments are to be made to the Tasmanian Squash Academy in two instalments, half the payment is made immediately and the balance paid on satisfactory completion.”

Carried unanimously

6.5. 2014 Squash-in-Schools and Totball Progress Report – April 2014

It was moved Kent Harbutt, seconded Robert Clyde

“That the report from the Tasmanian Squash Academy on **2014 Squash-in-Schools and Totball Progress Report – April 2014** be received and that the contents be noted.”

Carried unanimously

6.6. Development Manager’s Position Description – Reassignment of Duties

It was moved Greg Ward, seconded Kent Harbutt

“That the report from the working group on the Reassignment of the Development Manager’s duties be received by the Squash Tasmania Committee, and that:

1. The Squash Tasmania Committee fulfills the roles and functions in this report for the remainder of 2014.

2. The Squash Tasmania Committee Members be invited to nominate for the roles suggested in the report or as modified by the Squash Tasmania Committee.
3. Nominations be discussed and roles finalized at the May 5th Squash Tasmania Committee Meeting.
4. During 2014 these roles be monitored and feedback provided to further balance roles.
5. Review Executive committee and the inclusion of the Development Officer.
6. Review Secretary role, with the intention to downsize to part time clerical role in future.
7. Grants applications be explored for eligibility to fund some of the roles presented in this report.
8. Establish succession plan for retiring roles; including but not exclusive to Coach Education Coordinator and NCAS LVL 1 Assessor”

It was resolved that the following allocations be made:-

Kent Harbutt	Maintenance of regulations and procedures
Greg Ward	Social Media and associated duties
Mark Noonan	Events Calendar
Mark Noonan	Oversee the Development Officer role

Carried unanimously

6.7. 2015 Sport and Recreation Tasmania, State Grant

It was moved Kent Harbutt, seconded Robert Clyde

“That the report from the Tasmanian Squash Academy on **2015 Sport and Recreation Tasmania, State Grant** be received and that:

1. Leon Barnett investigate and report to the next Squash Tasmania meeting on possible projects for the 2015 Sport and Recreation Tasmania State Grant Application.”

Carried unanimously

7. Development Manager’s Report

Chris Doig gave a brief verbal report on his activities since the last meeting.

8. Correspondence

There was no correspondence to report on. All emails have been previously copied to committee members.

9. Treasurers Report

It was moved Mark Noonan, seconded Kent Harbutt

“That the treasurer’s financial report be received.”

Carried unanimously

10. Minutes and Reports of Sub-Committees

There were no minutes or reports from sub-committees.

11. Items of General Interest

- 11.1. The Treasurer accepted responsibility for preparing and reporting on the Operational Plan provided that he received input from the full committee.
- 11.2. Kent Harbutt provided a verbal report on the Squash Australia General Meeting held on 4th May, 2014. He advised that the motion to move forward with the adoption of the new constitution was lost as Queensland and West Australia opposed the motion. Further discussion will be required. There was discussion on attendance at the Squash Australia AGM which is to be held on 14th and 15th June. Kent suggested that Leon Barnett attend. However, it is likely that Leon will not be available and that Kent Harbutt will represent Tasmania at the meeting.
- 11.3. Julie Smith-Kingston asked who she should contact regarding the dates for the 2015 NW Masters. She was advised to contact Gaye Mitchell from the Master's Association.

12. Close

The meeting closed around 9:35pm. The next meeting will be held via Skype on 15th June, 8:00 to 9:00pm.

Chris Doig
Secretary

TO BE CONFIRMED

That the report from the Tasmanian Squash Academy on **2015 Sport and Recreation Tasmania, State Grant** be received and that:

2. be appointed to prepare the 2015 Sport and Recreation Tasmania State Grant Application.
3. Funding will be requested for the following projects and operational functions
 - a.
 - b.

Chris Doig
Manager
Tasmanian Squash Academy

21st April, 2014