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**Affiliations**

World Squash Federation  
Australian Commonwealth Games Association  
Oceania Squash Federation  
Confederation of Australian Sport  
Australian Olympic Committee

1<sup>st</sup> November 2013

Memo To; Squash Australia Member States & Territories (President & EOC members), Associate Members and Squash Australia Directors  
Cc Squash Australia staff and committee members  
Re: Summary of Outcomes of Squash Australia Board Meeting Sunday 13<sup>th</sup> October 2013  
From: Gary O'Donnell CEO

The following information is a summary of outcomes of the Squash Australia Board of Directors' meeting of Sunday 13<sup>th</sup> October 2013. The meeting was held at Sports House Brisbane and attended by; John Lee, Carol Kawaljenko, Steve Bowen, Vicki Cardwell, Marcus Smith and the CEO Gary O'Donnell. AISNHC Byron Davis attended in part.

The Board will next meet 'face to face' 1<sup>st</sup> December 2013 in Brisbane, with teleconferences to be convened beforehand as necessary.

John Lee referred to the August 2013 Board meeting and the vacant position of Vice President proposing that the Board once again conduct an election. Candidates: Stephen Bowen and Marcus Smith a Ballot conducted, with Marcus Smith elected.

**Items Approved by the Board:**

a. KRA 1.3 National Insurance Program

The Board considered the CEO Report and resolved;

- That Marsh be appointed SA Insurance Broker for 2014.
- That Member Affiliation system be subject to SA review through the Member Performance Agreement.
- That Payment plans options be reduced.

b. KRA 6.2 National Selector appointment and Regulation 73 amendment

The Board considered the CEO Report and resolved;

- To appoint Leon Barnett as a National Selector.
- To amend Regulation 73 with regard to the quorum requirement to give effect to 'all bar one' attending the meeting or dealing with an item.
- To recruit an additional member to 'fill' the NSC.

c. KRA 6.2 2014 Squash Australia AGM location

The Board considered the 2014 Squash Australia AGM location and resolved to hold the AGM and related meetings in Brisbane. The Board briefly discussed an awards function with the CEO indicating a cocktail style function should be considered.

d. KRA 6.4 Governance Review - Squash Australia Governance Policies and Procedures

The CEO provided a schematic of the implementation of the 14 Recommendations from the Governance Review while referencing the ASC's Mandatory Sports Governance Principles (providing a copy of the publication to each Director) which the ASC have elevated as a funding performance requirement for 2013, which allowed the Board to consider the Issues Paper as circulated.

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- The Board reviewed the draft Audit and Risk Committee Charter noting an ASC Mandatory Sports Governance Principle (2.3) which stipulated the participation of a CPA or CA in its ranks, resolving that Marcus Smith would further update the document and return to the CEO for circulation to the Board;
- The Board considered the dual recommendations which would give rise to a Nominations and a Human Resources committees resolving to combine the two sets of functions into a single committee. Marcus Smith would further update the draft documents and return to the CEO for circulation to the Board;
- The Board considered the draft Member Performance Agreement as tabled by Steve Bowen. The document provided was to support the MSA not replace it. The Board discussed the MSA resolving to change the date allowed for member responses to correspondence. Given Board input to the document Steve Bowen would further update the draft and return to the CEO for circulation to the Board.
- The Board considered the Squash Australia Governance Policies and Procedures V1 for approval resolving to provide feedback to the CEO by the end of October 2013.

e. KRA 6.1 Squash Australia Forward Plan 2014, inc HP & Development matters

The Board considered the Issues Paper as circulated and the summary presentations as referred at Item 3e, resolving;

- That *Squash in Australia* (2016) not be rolled forward to 2017, so as to be in accord with the ASC's three year horizon.
- The amendments as recommended be approved.
- SiA be circulated to the members for feedback.
- SiA Plan be put to the Presidents Council for endorsement.
- That the Project Plan for Squash Matrix be noted.
- That the proposed time frame for 2014 draft SA Operating Plan be noted.

AIS NHC Byron Davis joined the meeting to overview the work to date on the post 2014 HP structure having providing the (ASC/AIS) mandated HP planning documents. Both Byron and the CEO highlighted the 'vagaries' around Squash's position with the ASC/AIS;

- Regarding the status of the World Teams Championships as a performance target and
- DAS funding.

The CEO commented on the volume of work the ASC/AIS was currently demanding, noting the substantial financial template that the ASC/AIS required to be lodged retrospectively. He also advised that the ASC would be publishing a six monthly performance assessment of The Winning Edge to the media, which would further pressurise each sport and their performance.

The CEO provided each Director with copies of the ASC /SA contract for 2013/14, DAS documentation and relevant correspondence for their ongoing referral.

f. KRA 6.5 WSF AGM Motions for consideration

The Board worked through the WSF AGM Agenda to resolve Squash Australia's position on items to be considered at the upcoming WSF meetings and put by John Lee.

g. KRA 6.5 OSF AGM 9<sup>th</sup> November Brisbane attendance

- The Board considered the OSF upcoming AGM and resolved to nominate incumbent Carol Kawaljenko to the Executive Officer position.
- Resolved that the CEO would attend as Squash Australia representative.

h. KRA 6.5 Australian Hosting of 2014 Oceania Masters Championships Paper

The Board resolved to support the Squash NT proposal and put this to the OSF.

a. KRA 6.2 NSW Anti Discrimination Board matter (Carin Clonda complaints)

John Lee overviewed the mediation hearing conducted by the NSW Administrative Decisions Tribunal (ADT) that he and the CEO participated in, on Squash Australia's behalf in Sydney, Friday 4<sup>th</sup> October 2013. A settlement was reached and formalised in a confidential Settlement Deed, one of the terms of which was a joint statement be published to the SA website.

b. KRA 4.1 World Men's Teams Championships Report

The Report was noted.

c. KRA 4.1 World Games Report

The Board discussed the status of the World Games and the 'second tier' nature of sports involved. The Board resolved that the matter be highlighted for discussion at the WSF AGM/Workshops by John Lee.

d. KRA 4.1 Darwin Doubles Report

The Report was noted.

e. KRA 4.1 Australian Junior Women's World Championships Report

The recommendations of Rod Eyles/ Vicki Cardwell which had in effect been brought into effect with the expanded 2014 Talent Squad structure.

**Items Discussed by the Board:**

a. KRA 6.1 2014 Squash Australia Draft Calendar (Regulation 21)

The CEO updated the Board on the need to comply with Regulation 16 which advises a draft calendar for the following year be produced by end October. The calendar however is predicated on receipt of event information from the members only four of whom had provided dates at the time of the Board meeting.

b. KRA 6.5 Sport Integrity Presentations

Vicki Cardwell commented on National Integrity of Sport workshop she attended on behalf of the organisation in Melbourne on 28th August 2013. She indicated the presentation and information was very informative, with the important messages were around complacency and thinking that such matters were 'another sport's problem'. She highlighted the recent matter in football in Victorian at a 2nd tier competition. The CEO indicated that the Squash Policy the Board had considered needed follow up with the relevant authority in one area.

Yours sincerely,



Gary O'Donnell  
Chief Executive Officer