



## **TASMANIAN SQUASH RACKETS ASSOCIATION INC MEETING**

**Date:** Saturday 25 February 2012      **Time:** 9:30am

**Venue:** Eastside Squash Centre or via Skype

### **AGENDA**

- 1. PRESENT**
- 2. APOLOGIES**
- 3. CONFIRMATION OF MINUTES**
- 4. BUSINESS ARISING FROM MINUTES**
- 5. CORRESPONDENCE INWARDS & OUTWARDS**
- 6. TREASURER'S REPORT**
- 7. GENERAL BUSINESS**
  - 7.1 2011 PSA & WISPA Registration**
  - 7.2 2012 Operational Plan and Budget**
  - 7.3 Amendments to Tasmanian Squash Rackets Association Constitution**
  - 7.4 Delivery of Squash-in-Schools Promotions**
  - 7.5 Attendance at Squash Australia AGM**
  - 7.6 Squash Tasmania AGM Agenda Items**
  - 7.7 Appointment of STPP Committee Members**
- 8. OTHER BUSINESS**
- 9. CLOSE**

Cheryl Unsworth  
Secretary  
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## **Report to Squash Tasmania Committee**

**From: Manager Tasmanian Squash Academy**

**Subject: 2011 Tasmanian Open PSA/WISPA Registration**

### **Background**

In 2011, \$5,000 was allocated towards the Tasmanian Open. In October, 2011, I prepared a report for the Committee on the 2011 Tasmanian Open. Not all of the \$5,000 was required and at the October Committee meeting it was agreed that \$3,000 would be put aside to guarantee prize money for the 2012 Tasmanian Open.

### **Discussion**

In January, 2012 we received a belated invoice for \$1,065 from Squash Australia for PSA and WISPA registration fees for the 2011 Tasmanian Open. Squash Tasmania has paid the bill.

### **Recommendation**

That the report from the Tasmanian Squash Academy on the 2011 Tasmanian Open PSA/WISPA Registration Fees be received and that:

1 The payment of \$1,065 to Squash Australia for PSA/WISPA registration fees is approved to be paid from the funding allocation set aside for the 2012 Tasmanian Open.

**Chris Doig**

**Manager**

**Tasmanian Squash Academy**

**12<sup>th</sup> February, 2012**

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## **Report to Squash Tasmania Committee**

**From: President, Squash Tasmania**

**Subject: 2012 Operational Plan and Budget**

### **Background**

An operational plan and budget was submitted to Sport and Recreation Tasmania as part of our application for a State Grant. The documents were approved in principle at our October, 2011 meeting. The 2012 Operational Plan and Budget have now been reviewed after receiving a response to our grant application and after reviewing membership numbers. A Grant of \$18,000 was approved and membership predictions were downgraded.

### **Discussion**

The 2012 Operational Plan and Budget is an Excel document consisting of a number of sheets.

### **Key Performance Areas (KPA's)**

- KRA 1: Participation and Membership

- KRA 2: Facilities, Competitions and Tournaments
- KRA 3: Player Coach and Official Performance
- KRA 4: Marketing and Communication
- KRA 5: Governance, Management and Commercial Interests

### **Budget**

- The budget sheet summarises the expenditures allocated in the KPA sheets and calculation sheets.

### **Calculation Sheets**

- Affiliation Calculations
  - The estimated affiliation income is based on the current affiliation fee, 400 adult and 380 junior members. This has been reduced from the previous estimate of 450 adults and 400 juniors.
- Primary School Sports Association Events
  - There were events held in each region in 2011. In 2012 they will be sponsored by the Tasmanian Squash Academy with the help of Squash Tasmania volunteers.
- Performance Pathway Conference
  - This event is self funding from a Squash Tasmania viewpoint. Assistance may be available from external sources.
- Performance Pathway Training
  - This event is self funding from a Squash Tasmania viewpoint. Assistance may be available from external sources.
- Australian Junior
  - This event is self funding from a Squash Tasmania viewpoint apart from entry fees and a uniform subsidy. Assistance may be available from external sources.
  - The calculation sheet requires further work to summarise costs associated with the Australian Junior Open (new event commencing in 2012) and the Australian Junior Championships.
- Other calculation sheets will be developed over time.

Over the past 6 years we have been able to increase our membership from around 500 members to 700 members, thus increasing our income. Our State Grant has increased from \$5,000 to \$18,000. However, we still have limited capacity for discretionary expenditure.

Expenditure in the Governance, Management and Commercial Interest area has been kept to a minimum. Expenditure has been limited to expenses to reimbursement of costs to attend essential Squash Australia and Squash Tasmania governance activities, payment of affiliation fees and

insurance and essential meeting and communication costs. There is a significant in kind contribution in this area by our President, Secretary and Treasurer.

There is a minimal expenditure for the costs associated with coach and referee education. This expenditure is considered essential for the development of our sport both at a state and national level.

Player, Coach and Official expenditure cover national event entry fees, a contribution towards uniform costs and national tournament refereeing obligations. The athletes and coaches are required to self fund their attendance with assistance, in some cases, from their home club.

The cost associated with the use of the Matrix is Squash Tasmania's only expenditure item in the Facilities, Competitions and Tournament Area. The Tasmanian Squash Academy will contribute \$26,200 to this area including \$20,000 towards the Tasmanian Open. The Academy is hopeful that it will be able to secure sponsorship for this event. However, attempts to secure sponsorship have been unsuccessful for the last two Tasmanian Open events.

Approximately 50% of Squash Tasmania's discretionary expenditure is allocated to Participation and Membership. \$5,000 is allocated to the Primary School Squash Promotions to add to the \$18,000 State Government Grant. The Tasmanian Squash Academy will also contribute \$15,100 to this project.

This funding will result in the delivery of the promotion to at least 28 primary schools. The Squash-in-School Promotions are considered the most effective use of Government and Squash Tasmania discretionary expenditure. This is recognized by the additional support from the Tasmanian Squash Academy. This promotion is largely responsible for the increase in the number of affiliated junior members and further growth is expected as result of the promotions.

Increased participation in squash and the resulting increase in affiliation numbers will result in greater income and, therefore, more money for promotion of our game.

The cost for our high performance athletes to participate in the Squash Tasmania Performance Pathway is high, but Squash Tasmania is unable to assist in this area apart from the \$5,200 budgeted for entry fees, refereeing commitments and the uniform subsidy. The responsibility for assistance to these players will be directed to the player's home squash club.

Although the \$5,200 allocated to a small number of high performance players is a significant proportion of our discretionary expenditure, it is justifiable from a sport profile and pathway perspective.

It will be recommended that the Operational Plan and Budget be approved

### **Recommendation**

That the report from the Squash Tasmania President on the 2012 Operational Plan and Budget be received and that:

1. The 2012 Operational Plan and Budget distributed with this report are approved.

**Chris Doig**  
**President**

**Squash Tasmania 12<sup>th</sup> February, 2012**

## Report to Squash Tasmania Committee

**From: Manager, Tasmanian Squash Academy**

**Subject: - Delivery of Participation and Membership Programs**

### Background

Squash Tasmania has received a State Grant for each year from 2006 to 2009 for Development and Participation Programs. These programs have been delivered for Squash Tasmania by the Tasmanian Squash Academy. The Tasmanian Squash Academy has sponsored the delivery costs of the programs.

In 2010 Squash Tasmania was rule ineligible for a State Grant because we had insufficient members in the Northern Region (63 telephone district). We did however receive a Minor Grant on a dollar for dollar basis in 2010. Squash Tasmania was able to deliver the programs associated with this grant with sponsorship from the Tasmanian Squash Academy.

During the later part of 2009 and early 2010 the Tasmanian Squash Academy delivered Participation and Membership Programs in this region that produced 13 junior members. Squash Tasmania also negotiated an agreement with the Tasmanian Masters that requires all Master's members to be registered with Squash Tasmania as a prerequisite to membership of their association. This resulted in 9 adult members. Therefore, the total number of members in the Northern Region at the time of the application for the State Grant was 22. This was sufficient to qualify us for a State Grant in 2011.

The application to Sport and Recreation Tasmania requested a grant for 2012 of \$18,000 exclusive of GST was approved. The 2012 Operational Plan, Key Performance Area, Participation and Membership summarises the funding allocation. This included funding from Sport and Recreation Tasmania of \$18,000, Squash Tasmania of \$5,000 and sponsorship from the Tasmanian Squash Academy for \$15,100.

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### Key Performance Indicators (KPI's) – Tasmanian Squash Rackets Association 2012 State Grant Program

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| Key activity areas                 | Specific outcomes and measures  |
|------------------------------------|---|
| Participation Programs<br>\$18,000 | <ul style="list-style-type: none"><li>• Deliver the Totball Primary School Promotion to 30 schools state-wide with a minimum of 2,100 participants. A minimum of 21 new junior members created after the program.</li><li>• Deliver the Squash-in-School Primary Promotion to 30 schools state-wide with a minimum of 2,900 participants. A minimum of 29 new junior members created after program.</li></ul> |

### Discussion

The Tasmanian Squash Academy is prepared to deliver the Participation and Membership Programs specified in the Grant Deed.

The total cost of delivery will be \$30,000 made up of the State Grant of \$18,000, Squash Tasmania's allocation of \$5,000 and Tasmanian Squash Academy sponsorship of \$7,000.

The Tasmanian Squash Academy has also provided sponsorship of \$4,800 for the Squash-in-Centre Program, \$1,200 to provide coaching for Primary School Sports Association Programs and \$1,500 towards the cost of running the Hobart area school pennant.

It will be recommended that the Tasmanian Squash Academy be engaged to deliver the Participation and Membership Programs as detailed above.

It is proposed that the payment to the Tasmanian Squash Academy for the delivery of the above programs be split into two payments with half the fee being paid immediately and the balance paid on completion.

The Tasmanian Squash Academy has also provided \$600 for squash club/centre incentives for the provision of secondary school participation statistics. This will be paid to Squash Tasmania for distribution after the reports are received from club/centres.

### **Recommendation**

That the Report from the Tasmanian Squash Academy on the Delivery of Participation and Membership Programs be received and that:

1. The Tasmanian Squash Academy is engaged to deliver the Totball and Squash-in-Schools Promotions at a cost of \$30,000 plus GST.
2. The Tasmanian Squash Academy sponsorship totalling \$15,100 plus GST is accepted.
3. The Tasmanian Squash Academy is engaged to deliver Primary School Squash-in-Centre Programs, provide coaches for Primary School Sports Associations at a cost of \$6,000 plus GST.
4. The Tasmanian Squash Academy is engaged to administer the Hobart Area School Pennant at a net cost of \$1,500 plus GST.
5. 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.
6. The club/centres are advised of the \$100 incentive for the first 6 club/centres that provide a satisfactory report on secondary school squash-in-centre participation numbers for the 2012 calendar year.
7. The Tasmanian Squash Academy is invoiced for up to \$600 after the participation reports are received by Squash Tasmania.

**Chris Doig**  
**Manager**  
**Tasmanian Squash Academy**

**12<sup>th</sup> February, 2012**

## **Report to Squash Tasmania Committee**

**From: Squash Tasmania President**

**Subject: Attendance at Squash Australia AGM**

### **Background**

As part of our agreement with Squash Australia we are obliged to send a representative. In past years we have sent the President and Treasurer.

### **Discussion**

Squash Tasmania's representative at the Squash Australia AGM is required to attend the AGM on Sunday and vote on behalf of Tasmanian squash players. The representative also has a role in communicating with other state representatives and to attend workshops associated with the AGM. Attendance at the Squash Australia Hall of Fame Dinner is also expected.

This year the Squash Australia AGM and the Squash Tasmania AGM fall on the same weekend. I would prefer to attend the Squash Tasmania AGM and invite a Committee Member to attend as Squash Tasmania's representative. If a Committee member is not available another person should be nominated.

### **Recommendation**

That the report from the President of Squash Tasmania on Attendance at Squash Australia AGM be received and that:

1. A Committee Member or another person is appointed to represent Squash Tasmania at the Squash Australia AGM.
2. Nominations are to be invited from Committee Members and an appointment be made at the meeting.

**Chris Doig**  
**President**  
**Squash Tasmania**

**12<sup>th</sup> February, 2012**

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## **Report to Squash Tasmania Committee**

**From: Manager Tasmanian Squash Academy**

**Subject: Squash Tasmanian Performance Pathway Committee Appointments**

### **Background**

In December expressions of interest for positions on the Performance Pathway Committee were invited. Three nominations were received by the closing date. A minimum of three positions are required, at least one from the north, one from the south and one from each gender.

**Discussion**

The nominations are Leon Barnett from Ulverstone, Gaye Mitchell from Hobart Uni and Mark Hudson from Eastside. The three nominations meet the requirements of the regulation. Their applications are attached

**Recommendation**

That the report from the Tasmanian Squash Academy on Squash Tasmanian Performance Pathway Committee Appointments be received and that:

1. Leon Barnett, Gaye Mitchell and Mark Hudson are appointed as members of the 2012 Squash Tasmania Performance Pathway Committee.
2. Mark Hudson is appointed as Chairman of the Squash Tasmania Performance Pathway Committee.

**Chris Doig**  
**Manager**  
**Tasmanian Squash Academy**

**12<sup>th</sup> February, 2012**