

SRASA BOARD OF DIRECTORS MEETING

MEETING: Board Meeting Monday 23 August 2010

LOCATION: 6.15pm for a 6.30pm start
Racquets SA

1 ATTENDANCE

1.1 Present:

M. Goldstone (MG)	S. Allan (SA) left at 8pm	S Abishara (SA)
A. Proctor (AP)	C. Johnstone (CJ)	J. Wass (JW)
S. Cope (SC) left at 8pm	D. Giles (DG)	R. Tisher (RT)

1.2 Ex Officio:

P. Sinnott (PS) - General Manager	J. Cranwell (JC) - Pathways Manager
P. Wilson (PW) - Member Services Manager	J. Intini (JI) - Marketing Manager
D. Hill (DH) - Racquets SA Club Manager	

1.3 Apologies:

There were no apologies

1.4 Guests: Damien Hill, Racquets SA Club Manager
Patti Wilson, Member Services Manager

2 CONFIRMATION OF THE MINUTES

Confirmation of the Minutes of the Board of Directors Meeting held on 19 July 2010, noting changes to Attendance/Apologies – Cheryl Johnstone, Steve Cope and Damien Hill were all apologies for this meeting.
Moved: Cheryl Johnstone Seconded: Danny Giles Carried.

3. FINANCE (*Reports Circulated Electronically*)

3.1 Income Statement Racquets SA / Squash SA

Phil tabled the Income Statements for Squash SA and Racquets SA previously circulated via email. Noting there was no major variations to budget YTD. Moved: Richard Tisher Seconded: Alissa Proctor

3.2 Bank Statement

3.3 Financial Summary Report

No major variations to budget.

3.4 2010/2011 Operational Budgets

Deferred. Phil to distribute to Board Members before AGM.

3.5 EOY 2009/2010 EOY Trial Balance

Phil explained the variations as detailed in the report.

Accepted. Moved: Richard Tisher Seconded: Alissa Proctor Carried.

4. GENERAL MANAGERS REPORT and ITEMS FOR INFORMATION

4.1 Action Summary Report

Phil advised the actions were completed. Incomplete actions are tabled in Business Arising.

5. BUSINESS ARISING FROM PREVIOUS MEETING

5.1 Performance Pathways Model

Hard copies of pathway model information were provided to the Board. Phil explained the communication strategies for the new Model. Pathways Manager will investigate sending a representative to the AJC to promote the Pathways Model. James to attend AJC.

Accept new Pathways Model. Moved: Cheryl Johnstone Seconded: Alissa Proctor

Action	Responsible	By When
Squash SA to implement communication to players/parents/Junior Committee of the Performance Pathways Model.	PS/JC	From 1 Sept

5.2 OH&S Policies

No new policies tabled.

5.3 NJS Review

The key findings of the NJS Review included better communication required between centres, transport between venues, improve infrastructure, more organisation and volunteers/hands on deck.

Action	Responsible	By When
Squash SA to write to Gary O'Donnell, stating our interested in holding NJS in 2014, pending suitable venues being developed.	PS	Immediate
Progress discussions with exchange program with New Zealand squash.	JC	2011

Moved: Jack Wass Seconded: Cheryl Johnstone

5.4 2010 AGM

AGM information has been distributed to all Clubs. Board nominations due by 13 September 2010.

5.5 2010 Annual Report

Phil tabled examples of the Annual Report format, to be used as promotional publication tool for the next 3 years. Timelines are going to plan. Finances at previous annual report incorrect, "cleaning: should be admin", figures are correct. Need to adopt and confirm at 2010 AGM.

5.6 D Fumpson

Board endorsed acceptance of David Fumpson as a South Australian Athlete.

5.7 Sport SA Award Night

Vikki Cardwell and Chris Dittmar have been nominated for the Sport SA Hall of Fame, Saturday 20 November 2010. Phil to investigate costs and hosting a table of Squash SA Volunteers.

5.8 Committee Appointments

Phil tabled the Committee Member candidates listed in the table below. It was suggested in the future candidates provide a letter of application stating the skills candidates bring to the Committee. Suggested to make Committee members sign "code of conduct", Board able to disqualify if required. Include Jack Wass on Awards Advisory Committee.

Board accept nominations, to be reviewed annually. Moved: Jack Wass Seconded: Danny Giles

Pennant Committee Will Gray Brian Richards Nathaniel Wolff Terry Swanton Alissa Proctor Tanya Virgens	Registrar Board Ex Officio	Finance and Risk Advisory Mark Goldstone David Lipschitz Rod Shearing John Holland Bryan Ploenges Phil Sinnott	Chair Ex Officio Ex Officio
Junior Coordination Grant Norman Kaye Reeves Junesse Martin Tom Melingakos Steve Cope Danny Giles John Cranwell	Chair Board Rep Board Rep Board Rep	Marketing and Membership Cheryl Johnstone Alissa Proctor Jane Intini Patti Wilson	Chair Ex Officio Ex Officio
Senior Coordination Judy Feltrin Raice Tapp Cheryl Johnstone Alissa Proctor John Cranwell	Board Rep Board Rep Ex Officio	Squash Facilities Advisory Lynton Franzi Mark Goldstone Stewart Allan Chris Dittmar John Holland Con Psaromatis	Chair Board Rep Board Rep
Awards Advisory Jason Mudge Manfred Lang Raice Tapp Jack Wass Phil Sinnott	Ex Officio		

5.9 Investment Properties

Public notice period closes 28/8/10. Investigate dolomite covering carpark surface. Suggested to have signage "Sorry for inconvenience, new car park coming soon" sign at Racquets. Waiting on Master plan by architect to be enlarged and put up for Patron viewing at Racquets SA.

Action	Responsible	By When
Signage at Racquets advising of new carpark	DH	Immediate

5.10 Barossa Valley Recreation Centre

Squash SA allocation of \$200,000 for project. Reduction in overall price for court installation via ASB, \$50,000 saving for Barossa Council. No change in budget allocation.

5.11 Board Travel Policy

Board Member's travel policy to outline accommodation, entertainment/meals entitlements when representing Squash SA on intrastate and interstate travel through the Board. Limit on travel per Board Member.

Action	Responsible	By When
Prepare Board Travel Policy	PS	Immediate

6. NEW BUSINESS

6.1 Gaming Commission Reports

Clubs Aust may reduce to \$5 per spin, top 2 machines \$9 spin. Damien Hill spoke further on briefing paper, identifying gamblers . Moved: Sam Abishara Secoded: Danny Giles

Minor decline in gaming turnover, however trends show growth in recent weeks. Engaging new marketing techniques to attract patrons in on normally "slow" nights. The Board accepted the Club Managers report and thanked Damien for his attendance.

Action	Responsible	By When
1. The Club Manager will implement strategy that will improve Racquets SA staff training and establish ongoing networks with problem gambling counselling services	DH	
2. The Club Manager will ensure on-going compliance with legislation	DH	
3. The Club Manager will implement policy and recording process for Racquets SA that will ensure detection of and support to patrons suffering from problem gambling should the need arise	DH	
4. The Club Manager will provide a progress report to the Board regarding the implementation of recommendations 1 to 3 as listed above.	DH	

6.2 Tonsley Park Development

Briefing paper. Noted.

6.3 Membership Categories

Patti Wilson gave presentation outlining Affiliation, registration and member benefits strategies including rebuilding relationships with Clubs, gather player numbers from clubs – introduce online membership. Development officers critical ambassadors. DOs zoned to Centres.

Board agree in Principal with strategy. Fees to be discussed at next Board meeting.

Board agrees to go ahead with concept. Moved: Alissa Proctor Secoded: Jack Wass.

Action	Responsible	By When
Membership Briefing Paper to be emailed to Board for further consideration and discussion.	PW	27/8/10

6.4 PRAP Format

Further progress report on working towards online PPRA. Progress racquetball along same lines/structure.

Action	Responsible	By When
Source rules dvd and place on website.		

Moved: Sam Abishara Seconded: Danny Giles

6.5 HPPL Fees

State Ladies Team has been subsidized by Squash SA for past few seasons. Staged increase of Pennant Fee \$105 this pennant, Autumn **2011** (typo on briefing paper) \$130, Spring 2011 \$145.

Approved: Jack Wass Seconded: Alissa Proctor

Action	Responsible	By When
Communicate new fee structure to players	TV	Immediate

6.6 State Senior Rankings

Accept. Moved: Danny Giles Seconded: Richard Tisher

Action	Responsible	By When
Post on website. Advise Squash Australia	TV	Immediate

6.7 State Senior Team

Uncertainty around some player's commitments for State Senior Team. Offer to Rebecca Bergamin (as back-up). Board accepts Senior Selector's recommendations. Moved: Sam Abishara

Seconded: Alissa Proctor

Action	Responsible	By When
Draft criteria for player to sign and confirm their commitments.	JC	Immediate

6.8 Port Pirie Squash Club

Phil Sinnott spoke of the report prepared by Grant Norman re the possible sale of Port Pirie YMCA.

Moved: Cheryl Johnstone Seconded: Danny Giles

Action	Responsible	By When
1. The Country Development Officer obtain the status of the sale of the YMCA property to the Hospital	GN	Ongoing
2. The Country Development Officer commence negotiations with the Club and the purchaser of YMCA property to explore the option of retaining the existing squash courts and integrating the courts into future development plans	GN	
3. The Country Development Officer and General Manager obtain a copy of the feasibility report	GN/PS	
4. The Country Development Officer and General Manager continue to lobby Squash with the Port Pirie Council, to ensure squash is represented throughout Councils Sporting Facilities planning process.	GN/PS	

6.8 Norwood Squash Centre

Media promotion suggests the Campbelltown redevelopment is a “done deal”, which is not correct. There remains a number of variables to this project. Position statement on facilities, demographics. Draft letter/circulate to Board members. Moved: Stewart Allan Seconded: Cheryl Johnstone

Action	Responsible	By When
General Manager to prepare statement/letter to current court owners outlining a consultation process to be adopted.	PS	Immediate

6.9 Racquetball Bylaws

Amendments to the Racquetball Bylaws were tabled for approval. Adopt. Moved: Sam Abishara Seconded: Jack Wass

6.10 Pennant Bylaws

Amendments to the Pennant Bylaws were tabled for approval. Adopt. Moved: Sam Abishara Seconded: Jack Wass

7. CORRESPONDENCE

In

7.1 K Fumpson

7.2 Norwood Squash, received letter. General Manager to respond to Norwood clarifying the current position. Phil to email draft. Moved: Cheryl Johnstone Seconded: Jack Wass

Action	Responsible	By When
Post Board minutes on website after they have been approved at the next Board Meeting.	TV	

7.3 Squash Australia

Out

7.4 Squash ACT Payment Plan

Phil Sinnott to advise Board once payment has been received.

8. SQUASH AUSTRALIA

8.1 2010 Australian Open

Cheryl and Stewart talked of their Australian Open experience.

- Strengthen relationship with Squash ACT
- Competition prizes include tickets to Aust Open etc.

Action	Responsible	By When
Letter of thanks to Squash ACT.	PS	

8.2 National IT Strategy

Written letter saying Squash SA support that National IT Strategy.

9. OTHER BUSINESS

9.1 Stewart Allan suggested John Cranwell to report to Board on monthly basis . It was resolved the new structure would see Pathways Manager attending every second month, with Board Representatives attending the Coordination Committee able to report back on the months in between. Pathways Manager and Marketing Manager to attend second month, alternating with Member Services Manager and Bar and Gaming Manager.

9.2 Jack Wass spoke of the new program Fit for Family. Program is owned by Squash SA. Other centres wanting to hold the program to phone Squash SA. Letter drop to Daycare, kindys, childcare etc, within 3km radius.

10. NEXT MEETING

Meeting: Monday 20 September 2010, following AGM

Meeting closed at 10.10pm