

SRASA BOARD OF DIRECTORS MEETING

MEETING: Board Meeting Monday 24 November 2014

LOCATION: 5.30pm, The Southern Bar Gaming Bistro, 1303 South Road, St Marys

1 ATTENDANCE

1.1 Present:

S. Abishara (SA)	G. DeVizio (GD)	H. Martin (HM)	K. Murray (KM)
P. Stevens (PSt)	K. Tessari (KT)	D. Whan (DW)	

Ex Officio: P. Sinnott (PS) - General Manager

Guest Speaker: Jane Bartlett, Office for Recreation and Sport

SA welcomed Jane Bartlett ORS, to the meeting. Squash SA received core funding of \$40,000 for the past three years. Squash SA will lodge three (SRDIP) projects closing 8 December 2014. The projects involve board member igovernance program, smart phone app and provisional funding for the Barossa Valley development officer.

Jane spoke of her involvement with the Office for Recreation and Sport, explaining her role of our industry advisor as being a conduit between Squash SA, ORS and the resources ORS offer.

Jane spoke of organisations obligations post funding, including report requirements, updating policies, promoting 'Play by the Rules' and maintaining the organisations profile on the 'myrecsport' website – a platform to keep up to date on organisation contact details, strategic plan and financial reports.

PS spoke of the ORS services Squash SA access – funding services, coaches and officials, SASI, inclusion network, women in leadership, governance/constitution (for advice), strategic plan resources, networking with industry.

1.2 Apologies:

B. Cochrane (BC)
L. Franzi (LF)

2. CONFIRMATION OF THE MINUTES

Minutes of the Board Meeting held on 15 September 2014 and 22 September 2014 and were unanimously confirmed as a true and accurate record by the Board.

Moved: Dave Whan

Seconded: Kym Tessari

3. ITEMS ON AGENDA (Reports Circulated Electronically Prior to Meeting)

3.1 Recommendations from the Finance and Risk Advisory Committee (SA)

SA tabled and discussed the recommendations put forward by the Finance and Risk Advisory Committee. The Board approved all recommendations, noting the approval in principle for the Indoor/Outdoor Alfresco Area and that the Children’s Play Area be put on hold until further demographic study has been complete (further notes in 3.7 Venue Manager’s Report).

Moved: Dave Whan

Seconded: Helen Martin

3.2 Revenue SA Land Tax (DW) (in camera)

3.3 Glass Squash Court (PS) – (in camera)

3.4 Terms of Reference and Candidates for Advisory Committees (PS)

PS spoke to the background of the Advisory Committee changes, implementing the Southern, Finance and Risk, and Squash and Racquetball Committee. Terms of Reference will be the basic framework for the Committees. It is anticipated the Terms of Reference will evolve after input from each Committee. Board to approve as a draft, to sign off following Committee feedback/amendments in 2015.

The following candidates for Committees were tabled at the board meeting for Board consideration and approval. Advisory Committees meetings to commence January 2015.

Finance and Risk Committee

Name	Professional Skillset/Experience
Sam Abishara (Chair)	President
David Lipschitz	Finance Committee
Matt Naisby	Finance Committee
Andrew Langley	Finance Committee
Dave Whan	Board Member
Grant Norman	Ex Officio

Sam accepted the position of Chair of the Finance and Risk Committee. The Board spoke of the inclusion of the SRASA Auditor Rod Shearing on this Committee, as he has a lot of historical knowledge. The consensus was that this may be deemed a conflict of interest, and suggested he can be invited to meetings as required.

The Southern

Name	Professional Skillset/Experience
Helen Martin (Chair)	Board Member
Bill Cochrane	Board Member
George DeVizio (TBC)	Board Member
Sam Abishara	President
Kym Rogers	Hospitality Industry, State Manager, Bidvest
Christopher Day (TBC)	Hospitality Industry, CEO FABAL Group
John Goodes	Hospitality Industry, Managing Director, PFD Food Services
Shane Barton-Ancliffe	Ex-Officio

Helen Martin accepted the position of Chair of the Southern Committee.

Squash and Racquetball

Name	Professional Skillset/Experience
Leonie Johnston	Racquetball Coordinator
Danny Haydon (TBC)	ETS Parent
Patrick Stevens (Chair)	Board Member
Kym Tessari	Board Member
Dave Whan	Board Member
Sam Abishara	President
Barry Hewitt (TBC)	Senior Advisory Committee
James Rogers	Ex Officio

Patrick accepted the position of Chair of the Squash and Racquetball Committee.

Recommendations to endorse candidates, and terms of reference for each of the Advisory Committees.

Moved: George DeVizio

Seconded: Patrick Stevens

3.5 Board Champions Projects (PS)

PS met with all Board Members to discuss the Board Champions project and identify the projects they are interested in championing:

Sam Abishara – Smart phone application

Bill Cochrane – The Southern alfresco area

George DeVizio –Campbelltown Leisure Centre Redevelopment, commercial warehouse options (glass court)

Lynton Franzi – Facilities strategy

Helen Martin – The Southern, chair

Kim Murray – Female participation, igovernance project

Patrick Stevens –Marketing plan, igovernance project, Squash and Racquetball Chair

Kym Tessari – Club liaison/relationships

Dave Whan – Revenue SA Land Tax, Racquetball Corporate Cup at Our Club

3.6 Strategic and Business Plan (PS)

PS distributed hard copies of the draft Business Plan to the Board. The Board suggested we needed to revisit some areas of the Strategic Plan. A 3-4 hour workshop was proposed, with the Board reviewing the Plan prior and advising which specific areas need work. Streamlining where changes need to be made will then allow the Board to focus energies on those areas and not the whole plan.

PS noted December/January is the timeframe required to finalise the Strategic Plan ready for implementation in the New Year. Business plan can be modified to reflect any amendments made to the Strategic Plan.

Board to review the plan, and advise by next Monday (1 December) what areas of the Plan need further discussion. Board to read strategic plan and business plan in conjunction with each other for additional clarification.

3.7 The Southern Venue Manager Report (SBA)

Gaming turnover down due to façade renovations, but is on the improve. The kitchen has been breaking even, as opposed to costing us money as has been the case in the past. The Board suggested a large 'business as usual' banner at the top of the Southern building and email correspondence to all members to update/explain the renovations.

Once renovations are complete, there will be a letter drop to the area. Facebook is also being used to promote the renovations and telling patrons to stay tuned to see improvements over the coming months. SBA spoke that if there is not a dramatic lift in patronage, he will investigate further marketing. Advertising in the local messenger is a bit costly, but may look into this as a second phase of marketing if needed.

Three quotes received for the outdoor/alfresco bar area. Further discussions required with builders to ensure the quote covers all works required. Children's play area quotes were very varied for the same works.

SBA spoke on his thoughts on a children's play area v replace bistro tables. He spoke of the current cost to provide linens for tables, replacement of tables could provide cost savings in this area.

The Board discussed the pros and cons of a children's area, and determined that we need to identify our target market. The Board agreed that it is best to make internal changes a priority as when the outside façade is complete, we will only have one opportunity to impress new patrons on their first visit. It was noted that competitors do not have a children's area, so this might be a point of difference for the Southern.

The Board suggested revisiting the demographic of the area, with PS to investigate any OHS/insurance implications of introducing a children's area. SBA to get quotes on new tables and also soundproofing for the children's area.

No recommendation to proceed as yet.

4. FINANCE (Reports Circulated Electronically)

4.1 Reports from November Finance Meeting

Noted and adopted as per Agenda Item 3.1.

5. GENERAL BUSINESS

5.1 Children's Play Area (DW/SBA)

As discussed in 3.7 The Southern Venue Manager's Report.

5.2 Senior Coach Report – Australian Junior Championships 2014

In future this report would go direct to Squash and Racquetball Committee for review. The Board noted and congratulated James Rogers. Fantastic results by all. MC Hazell award won by Alex Haydon.

A Board Member also noted the good oncourt conduct of Alex Haydon, seen at a recent pennant night.

5.3 Somerton Squash Club request

Held in camera.

5.4 Pennant Match Locations on Website

The Board suggested revising the website landing page to include a tab that directs the public to pennant match fixtures and the venue that matches are being played. TV to investigate.

6. POLICY

7.1 Terms of Reference – Finance and Risk Committee

7.2 Terms of Reference – Squash and Racquetball Committee

7.3 Terms of Reference – The Southern Committee

Adopted in principle per Agenda Item 3.4.

7. CONFIDENTIAL BUSINESS (HELD IN CAMERA)

7.1 GM Performance Appraisal (SA)

PS, SBA and TV left the meeting. President to follow up outcomes with General Manager.

3.2 Revenue SA Land Tax

3.3 Glass Squash Court Insurance Claim

5.3 Somerton Squash Club request

8. BOARD DIARY

Next Meeting: 5.30pm, 19 January 2015 at The Southern, 1303 South Road St Marys

9. CLOSE MEETING

Meeting closed at 7.55pm, then GM appraisal.