

SRASA BOARD OF DIRECTORS MEETING

MEETING: Board Meeting Monday 8 August 2016

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

1 ATTENDANCE

1.1 Present:

S. Abishara (SA) (Chair)	E. Chrisakis (EC – 6pm)	G. DeVizio (GD)	T. Melingakos (TM)
M. Naisby (MN)	P. Sinnott (PS)	R. Wait (RW)	D. Whan (DW)

1.2 Apologies:

B. Cochrane (BC)
H. Martin (HM)
K. Murray (KM)
M. Schmidt (MS)
P. Stevens (PSt)

Guests:

Jane Bartlett, Office for Recreation and Sport

Staff Key (for actions):

Nyssa Bushby (NB)	Grant Norman (GN)	James Rogers (JR)	Michelle Sterry (MS)
Tanya Virgens (TV)			

2. CONFIRMATION OF THE MINUTES

Minutes of the Board Meeting held on 4 April 2016 were confirmed as a true and accurate record by the Board.

Moved: George DeVizio Seconded: Ross Wait

3. BOARD DISCUSSION ITEM

3.1 360 Stakeholder Feedback (2016)

SA welcomed Jane Bartlett from the Office for Recreation and Sport, and introduced her to the Board. Jane spoke of the pleasing results for Squash SA in the Stakeholder Feedback, but indicated there is always room for improvement. The survey helps guide Association's direction for future strategies. An Action Plan needs to be developed with key points in line with Stakeholder Survey, reporting back to ORS on achievable action plans (template available on myrecsport – due end of October 2016, report in April).

Jane highlighted that the communication to all members regarding Child Protection policies Squash SA was an area requiring improvement. It was suggested to have posters in Clubs advertising that Child Protection policies are in place. Also a 'parents' e-newsletter could be a good initiative.

Jane reiterated it is important to recognise areas over the past 2 surveys that are consistently rated low with no improvement.

Jane gave a summary of the key comments from survey respondents;

- concern not enough junior players
- Lack of funds/resources
- Dedicated state squash facility
- Closure of courts/gym fitness
- Improve current centres facilities
- Squash is in decline – barrier to attract new players (promote the sport is doing well)
- Competition from other sports
- Need to be promoted more, after school activity
- More females in sport
- Don't forget Country players

Jane gave a full copy of written comments to Sam to distribute to the Board. The comments are confidential, but the main report findings may be publicised.

The Board agreed the report gave valuable insights, and that the findings in the report should be communicated by the Annual Report, enews and website.

PS suggested Communication should be added as a key 'pillar of success', with Squash SA placing more emphasis on how we communicate our success stories and policies.

Action

1. To receive and adopt the 360 SRSP Stakeholder Feedback Survey Main Report (2016).

Move: George DeVizio Second: Dave Whan

2. To discuss and address the 360 key findings and areas for improvement at the October Board Planning Workshop.

3. CEO/staff to prepare and introduce an Action Plan/Strategy.

Move: George DeVizio Second: Dave Whan

3.2 Strategic Pillars of Success Challenging the Status Quo

Advisory Committees to prepare strategies in preparation for the Board Planning Workshop to be held October/November. PS spoke to the Pillars of Success chart, highlighting key focus areas for the future.

As discussed above, 'Communication' needs to be added to this Pillar.

SA thanked Jane Bartlett for attending. Jane conveyed she would like to be kept in the loop regarding Tonsley and Darlington Road Upgrade.

Action

To adopt the Strategic Pillars of Success that will Challenge the Status Quo. CEO/staff to prepare strategies in consultation with each Advisory Committee in preparation for the October Board Planning Workshop.

3.3 Independent and MP's Proposing \$1 Max Bet and EFTPOS Removal

Bill or Helen to report next meeting and provide an update.

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

4.1 Strategic Direction, Strategy and Planning

4.1.1 2016/17 Operating Budget (PS)

PS spoke to 2016/17 Operating Budget. Changes from Finance and Risk Advisory Committee below;

Overall

- The Southern Net \$670,000
- Squash Operations \$500,000
- \$90,000 bank loan payments
- \$140,000 Capital Upgrade (The Southern)
- Net Profits \$100,000

The Southern

- Bistro – cost of sales to change to \$90,000 instead of \$110,000.
- Member Benefits reduced to \$5,000 per month, Promotions \$3,000 per month, Marketing \$2,000 per month, Entertainment \$3,000 per month.
- Income reflects this financial year.

Squash

- Tournaments set by calendar year, budgets financial year.
- Admin – Tonsley setup costs in the budget (3 month rent free).
- \$10,000 racquetball development to be in budget.
- ETS junior funding and other athlete funding, what to budget for Jan to June (\$3-4k).
- Tournaments – 2016 SA Open in 2016/17 budget.

Anvers sponsorship is not budgeted for the second half of the financial year.

Action

The Board adopt the 2016/17 Operating Budgets for Squash SA and The Southern. To be reviewed in January 2017.

Move: Dave Whan

Second: Matt Naisby

4.1.2 Financial Reports (SA)

Gaming and bistro sales below forecasted projections. YTD bistro \$30,000 profit, bar sales up 34% from last year. Good financial result. Loan payments of \$7k/month. \$150k turnaround from previous year. Need to build cash reserves due to uncertainty of cash flow during roadworks.

Action

The Board adopt the June Financial Reports and Balance Sheet.

Move: Dave Whan

Second: Tom Melingakos

4.1.3 Tonsley Park Lease

Discussions with Tonsley are ongoing, with the lease to be signed off once clarifications have been made by Renewal SA. Delegation of Authority to President, CEO and Director.

Action

The Board approve the signing of the Letter of Offer and to allocate \$3,000 for the preparation of Lease documents.

Move: Dave Whan

Second: George DeVizio

4.1.4 Tonsley Park Office Pod Design

PS spoke to the Tonsley Office Pod and design plans presented by Renewal SA.

Action

The Board approve the Tonsley Office Pod Design. Relocation scheduled for January 2017. Approve subject to clarification of pod size and moving meeting room wall.

Price office fitouts.

Move: Ross Wait

Second: Dave Whan

4.1.5 1303 South Road Property Development – Licence Transfer

PS provided a summary of the lobbying strategy undertaken to date and the written response prepared. He spoke of potential relocation sites for The Southern. PS explained that if we move the licence out of our current zone we would need to undertake a social effects survey which is costly and approval is not guaranteed. Building in the current area/footprint does not require a social effects survey. Potential sites on South Road were discussed.

The Board agreed that it is critical for SRASA to diversify commercial income streams (outside of gaming).

Action

The report be tabled for consideration and advice by the Finance and Risk Committee, The Southern Committee and the SRASA Board.

1. The actions outlined be implemented and a progress report be provided.
2. That a project brief be prepared for Business Case A and B. Seek project fees from a suitably qualified Consultant to undertake the work (approx. \$5,000). Quotes. Finance committee to pull report together and look at costs.

Board unanimously approve.

4.1.6 Squash Australia Board Nomination

DW spoke of his interest in nominating for the Squash Australia Board. Feedback received from other States is they are not happy with the current Squash Australia Board and they want Squash Australia to be more accountable, clear and transparent with decisionmaking. *(DW then left the room for the Board to discuss his nomination).*

The Board discussed that previously South Australia has had representatives on the Squash Australia Board, and the positives of having our state represented. Two positions are up for election in November at the 2016 AGM.

Action

That the SRASA Board endorse Dave Whan to nominate for a position on the Squash Australia Board.

1. That the SRASA President, Dave Whan and CEO attend the Squash Australia Forum and AGM on 26 and 27 November.

Move: Tom Melingakos Second: Eleni Chrisakis

5. GENERAL BUSINESS

5.1 The Southern Committee

Part of this section has been moved to "In Camera".

New beer lines have been installed to rectify the wastage issue. Food wastage is to go to a community service/charity group (Foodbank – PS to speak to Ross Wait). Industry practice was used to budget wastage for 2016/17.

Action

Board to endorse verbal report and actions

Move: George DeVizio Second: Matt Naisby

5.2 Squash and Racquetball Committee

The Squash and Racquetball Committee discussed the need to upgrade Squash SA website. Squash Australia are unveiling their new website this week, Squash SA to decide if we want to follow their proforma or create a standalone site.

The Board needs a subcommittee to review the Service to Squash and Racquetball and Player Honour Role nominations. The Board agree George DeVizio, Des Panizza and Phil Sinnott would review the Awards and finalise 2016 recipients.

Action

Board to endorse minutes and actions

Move: Tom Melingakos Second: Eleni Chrisakis

5.3 Finance and Risk Committee (SA)

CEO and President met with Anvers Wines to discuss sponsorship.

Glass court insurance payout of \$40,000 to be paid to loan liability. Redraw facility available if need.

Action

Board to endorse minutes and actions

Move: Dave Whan Second: Matt Naisby.

5.4 Other Business

5.4.1 CEO appraisal is approaching. SA, GD, DW and HM to be on the Appraisal Committee. Once this is finalised, PS to conduct staff reviews.

5.4.2 The Board discussed if an employee resigns, are they still entitled to receive their bonus. Check HR requirements on this. No bonus for Southern staff in future.

5.4.3 Corporate Cup - DW discussed the racquetball Corporate Cup. SRASA have allocated \$10,000 toward the development of racquetball which can be used to promote and initiate this event. The aim is for Corporate players to compete locally, and then against their interstate counter parts. Currently Victoria and SA are the main racquetball states in Australia.

Sam Abishara is the now the President of Racquetball Australia, which will remain a separate entity.

6. **POLICY**
No policies to note.

7. **CONFIDENTIAL BUSINESS (HELD IN CAMERA)**
The Southern

Board Directors

8. **BOARD DIARY**
SRASA AGM – 6pm, Monday 19 September 2016
Directors positions up for election: Kim Murray, George DeVizio, Dave Whan
Board Appointed Director's for re-election: Bill Cochrane and Helen Martin

Board Meeting – 28 November 2016

9. **CLOSE MEETING**
Meeting closed at 8.15pm.

Minutes to be approved at the next Board Meeting