

## SRASA BOARD OF DIRECTORS MEETING

**MEETING:** Board Meeting Wednesday 29 February 2012

**LOCATION:** 6pm, Squash SA, 440 Goodwood Road, Cumberland Park

### **1 ATTENDANCE**

#### **1.1 Present:**

S. Abishara (SAb) left 8pm    G. DeVizio (GD)    L. Franzi (LF)    M. Goldstone (MG) Chair  
C. Johnstone (CJ)    A. Proctor (AP)    C. Psaromatis (CP) left 8pm    A. Ryan (AR)

#### **Ex Officio:**

P. Sinnott (PS) - General Manager

#### **1.2 Apologies:** P. Teale (PT)

#### **1.3 Guests:**

Len Atkins OAM, Life Member  
Bryan Ploenges, Finance & Audit Advisory Committee  
Kym Leak, Spring-A-Foods Proprietor  
Damien Hill, Club Manager Racquets SA  
Grant Norman, Country Coordinator and Operations Consultant

### **2. CONFIRMATION OF THE MINUTES**

Minutes of the meeting held on 18 January 2012 confirmed with amendment to 10.1 to include "The Women's Development Advisory Committee will actively look at ways to increase womens participation in squash".

*Moved: Con Psaromatis*

*Seconded: Cheryl Johnstone*

*Carried.*

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

#### **GUESTS**

##### **Len Atkins OAM, Life Member and Bryan Ploenges, FAAC**

Len Atkins and Bryan Ploenges provided a brief overview of the history of Racquets SA.

- In 1995 South Adelaide Football Clubrooms sold to Squash Rackets Association of SA
- Initially SRASA ran the kitchen at a significant loss. Decision was made to lease kitchen to an outside contractor (Spring-A-Foods) appointed to operate the Bistro (2007 to present).
- Patronage has increased over the past 5 years
- Need to increase marketing spend, contact old State squash players to utilise Bistro.
- Advertise new carpark and Club refurbishments
- Racquets have a good lunchtime patronage compared to other venues in the area.
- Bistro staff to offer drink service on incentive based scheme to increase bar sales.
- Happy with standard of food

**Kym Leak, Spring-A-Foods**

Kym Leak the Proprietor of Spring-A-Foods discussed the present operations of the Bistro. Racquets SA staff will introduce a children's playstation console in the Bistro area to compliment the discounted children's menu. Kym approves and appreciates the changes that have been made by adding a new lounge area. Platinum Memberships are bound to the financial year, so few people join after Jan/Feb. The Board suggested to investigate and see if there is a way to change membership to being a full year. Kym indicated that he would like to extend the lease agreement for a further term. Kym noted that business had plateau'd with financial implications to his overall margins.

Mark Goldstone thanked Kym for attending and providing his feedback.

**Damien Hill, Racquets SA Club Manager**

Damien Hill reported on recent capacity building incentives

- Reintroduction of Rock n Roll nights
- Thurs night drinks specials
- Darts competition Mon/Tues nights
- Fri night raffles

Phil tabled the draft marketing and branding that will be introduced in the near future. Proposal to promote Racquets SA as your "Southern Community Club", as well as exterior branding to the building.

**ACTION**

PS/DH to investigate lease agreement/contract options that overcome existing gaps with the current lease agreement. A further report be provided to the Board. The revised lease agreement be offered to Spring-A-Foods in the first instance. If Spring-A-Foods do not wish to renew, the lease to be placed out to Tender.

*Moved: Cheryl Johnstone*

*Seconded: Lynton Franzi*

*Carried.*

**Grant Norman, Country Coordinator**

Junior Coordination Advisory Committee has 5 members, but they are on the lookout for another member, preferably a parent. James Rogers is the ex officio. The Committee meet 5 times/year, with the meetings timed to lineup with events – AJC, development training squads. Grant briefly spoke of a junior issue, which he will bring back to the Board if the Committee is unable to resolve it.

Country Development – most active clubs in South Australia are now affiliated. The 3 clubs that are not are Ceduna, Mt Gambier and Kangaroo Island. Grant is pursuing their affiliation. All clubs but 1 are now using matrix, including setting up pennant seasons/draws themselves and entering scores. Country squash pennant results are now being published in the country edition of the Sunday Mail.

Tanya Marlor (country coach at Loxton) will be starting a junior squash program next term. Pt Pirie visitation next week re: junior programs. Grant spoke of the success they had at Clare, with 56 juniors signed up for 8 week junior club program after attending school squash clinics.

Loxton is hosting a senior tournament, the Riverland Classic, on 21 and 22 April 2012 which is open to all social and pennant players in South Australia. From this we hope to encourage other Clubs to run similar events in the future.

Grant has been contacted for 8 hours per week to oversee Operations and Planning of the Development Officers.

The Board noted and thanked Grant for his efforts.

### **3.1 Club One**

Damien Hill provided a summary of the meeting held involving the Finance and Audit Committee and Club One CEO. The purpose of the meeting was to investigate the financial implications and opportunities for relocation, re-allocation and sale of Gaming Machine Entitlements.

Options presented were:

#### **3.1.1 Sale of GME**

The current cap associated with the sale of a GME is \$50 000 per entitlement. Club One pays this to secure the outright ownership of the GME's. Further discussion raised the topic of whether 40 GME's were the most effective use of our current resources, given that industry standards suggest that very rarely are 40 machine venues at maximum occupancy.

#### **3.1.2 Placement of GME in venue**

Club One also provides the opportunity for current GME's to be placed in other venues and form a share partnership whereby Racquets SA would earn income from the performance of these relocated GME's. The question was raised regarding the standard return from a placement of a GME in a Club One venue. The group was informed that presently they were returning \$5000 per GME per year with an annual increased yield expected. This is an ongoing partnership which effectively hands the ownership of the GME to Club One.

3.1.3 A further option exists for Racquets SA GME's to be relocated to an existing venue without surrendering ownership; however, the return is significantly lower.

Things to consider include:

- The worst performing machine currently nets approximately \$18 500 per annum (based on YTD performance)
- The cap for the sale of a GME as mentioned is currently \$50 000. The cap is expected to change in the next three months or so. It has been predicted that demand for additional GME's from hotel chains will lead to a rise in the cap. (\$80 000 per GME)

### **RECOMMENDATION**

No action is taken at this point in time until current GME cap is removed and we have a better understanding of the market values.

Club Manager to track gaming machines utilisation ie. are all 40 machines used on a hour by hour/daily basis for 1 month, and report back to the Board.

*Moved: Con Psaromatis*

*Seconded: George DeVizio*

*Carried.*

### **3.2 Draft Disciplinary Code of Procedure**

The Board were presented with a draft Disciplinary Code of Procedure that is in place at Squash NSW. The procedure is a watertight document which includes all necessary administrative forms. The Board suggested Squash SA look at extending the timeframe of banning players who commit a physical offence.

#### **ACTION**

PS to write to Squash NSW to confirm permissions for Squash SA to adopt the document. PS to investigate how the Policy has been received by NSW players. PS to circulate the draft document to Peter Norman and Mandy Neller for comment. Complaints flowchart to be placed on website.

A further report be provided to the Board in March 2012.

*Moved: Con Psaromatis                      Seconded: George DeVizio                      Carried.*

### **3.3 Pennant Complaints Flowchart**

As above.

### **3.4 Barossa Valley Licence Agreement**

The Board reviewed the Barossa Valley Lease Agreement. The Lease Agreement will be placed out for public consultation by the Barossa Council.

In summary:

- 21 years access courts
- 100 hours per week right of access, to generate revenue to Squash SA
- Development Officer Des Panizza assigned to the Rex for up to 24 hours per week to develop and promote squash in the Barossa Valley
- Squash SA to meet twice a year with Council
- Upkeep of the courts is the Council's responsibility
- Barossa Valley Squash Club have their own agreement for pennant and training times.
- Squash SA to provide P/L insurance for Squash SA administration competitions/activities.
- \$10/year to keep licence enacted on year by year basis.
- The Rex collects revenue from casual bookings/walk ins

The Board enquired if Squash SA can host organised practice times at the Rex Centre (within the 100 hour allocation) as a promotional idea. PS to raise the concept with Des. Amendment to lease schedule to note out of trading time access to Rex for Tournaments.

The Board agreed in principle with the Lease Agreements. Following Council's public consultation process the Board will consider formally adopting the lease.

The Lease Agreement to be brought back to the Board for formal adoption in May 2012.

*Moved: Alissa Proctor                      Second: Alex Ryan                      Carried.*

### **3.5 Online Members Satisfaction Survey**

The Board reviewed the Online Member Satisfaction Survey. The Board suggested having “importance” and “satisfaction” ratings for section 3 regarding Venues.

Add Squash SA Privacy information to the survey. Contact number box to be added to the last page.

The survey will be sent to all staff and Board to test online. Board to approve the changes via email after viewing the modified survey. A hard copy of the survey will be circulated to life members, Squash SA will enter Life Members comments manually.

The survey will be sent to all players, Clubs and stakeholders in mid March closing mid April. Survey findings will be presented to the Board May/June.

### **3.6 Squash Australia Board Nominations**

Discussions held ‘in camera’.

## **4. GENERAL MANAGER’S REPORT**

### **4.1 General Overview Report**

#### **4.1.1 OHS Report**

Trolley and Hi Viz jacket provided to Spring-A-Food Services (kitchen contractor) to transport garbage to the green waste bin.

Flooding/drainage to Racquets SA carpark to be rectified by Club Manager.

Club Manager to document a written procedure in line with OHS requirements.

#### **4.1.2 Seaford Recreation Centre**

PS tabled 2 schematical concept plans of 3 + 1 squash courts to be developed at the Seaford Recreation Centre. Moveable walled courts an option. Squash courts to be located at the entrance to the building, which will be great exposure for the sport.

## **5. FINANCE (Reports Circulated Electronically)**

Racquets – no major abnormalities. Projected turnover is down, however net income is up. Reassessed mid year budget, based on actual income to be tabled at next Board meeting.

Squash – no major abnormalities to budget. Mid year budget review for squash, to be tabled at the next Board meeting. New budget will be an accurate reflection, and will be used for the next financial year. Projected savings to budget, \$65k January to July.

Anchor facilities will be considered in the new financial year budget.

Solicitors have been engaged to follow up with OAMPS roof insurance claim. This will cost approximately \$4,000 in legal fees, for \$35,000 payment (the difference the insurance company has not paid). Insurance policy is up for renewal shortly.

Thorough budget discussion to be placed on the Agenda for the March meeting.

**ACTION**

PT to provide a high level financial summary to Board prior to next meeting.

*Moved: Alex Ryan      Seconded: Cheryl Johnstone      Carried.*

**6. GENERAL BUSINESS**

**6.1 Racquetball Fees (SA)**

PS, TV, SA and Leonie Johnston met in an attempt to introduce consistency across Squash and Racquetball fee structures. Registration fees for both sports are \$55. After 4 matches reserves need to pay \$12, then \$55 if play additional matches as they are considered a full time racquetball player. There were some queries regarding additional team player costs. To assist with the transition to a new fee structure, Squash SA agreed to support clubs that have 4 player teams during this season.

**ACTION**

Reported that Squash SA met with Committee and negotiated a new fee structure.

*Accepted and noted by the Board.*

**6.2 Women's Development Committee (CJ)**

CJ briefly spoke on her ideas for the Women's Development Committee, and will bring a detailed plan to the next Board meeting.

**7. POLICY**

Team Name Policy proposed by the Pennant Registrar was sent to all Clubs for feedback. No feedback received. Board suggested it is good for Clubs to have an identity. Board discussed providing an incentive for club uniforms. PS to follow up on a "pilot club", in anticipation this will encourage Club atmosphere and ownership. Defer adoption of the proposed Team Name Policy.

**8. CORRESPONDENCE**

In:

Squash Australia Board Nominations  
Stacey Cope Thank You

Out

Mark Goldstone - Stacey Cope Thank You

**9. SQUASH AUSTRALIA**

**9.1 Squash Australia AGM – South Australian Delegates**

Delegate discussions held in Camera.

**10. NEW BUSINESS**

MG spoke of the Court Operators meetings (Northern and Southern) that were held in early February. Richard Tisher, Greg Hobba, Mark Parker attended the Southern Meeting, and provided positive feedback. Annie Boase and Wayne Aspinall attended the Northern Meeting and also provided positive feedback.

PS noted Congratulations to Dani and James Rogers on the birth of Brock Hamilton.

CP noted the Referee Association's initiative to attend pennant matches of all grades to assist with Refereeing. This is an initiative the Referees have introduced to help players gain a better understanding of refereeing under general match conditions at their individual player level. The Board have received positive feedback on this initiative, and appreciate the Referees using their own time to help pennant players with refereeing.

PS to advise Referee's Association.

**11. CONFIDENTIAL ITEMS**

**Squash Australia Board Delegates**

Discussions "held in camera."

**12. BOARD DIARY**

Next Meeting Wednesday 28 March 2012 at Squash SA  
Squash SA Board and Staff Social dinner, Saturday 28 July 2012 (House of Chow). TV to send electronic invite via Outlook Calendar.

**13. CLOSE MEETING**

Meeting closed at 9.30pm.