

SRASA BOARD OF DIRECTORS MEETING

MEETING: Board Meeting

DATE: Monday 12 April 2010, 6.30pm

LOCATION: Racquets SA

1 ATTENDANCE

1.1 Present:

M. Goldstone (MG)	S. Allan (SA) (via phone link up – until 9.55pm)
A. Proctor (AP)	C. Johnstone (CJ)
R. Tisher (RT)	J. Wass (JW)
S. Cope (SC)	D. Giles (DG)

1.2 Ex Officio:

P. Sinnott (PS)

1.3 Apologies: Nil.

Guests:

1. Geoff Davenport
Reports: Player Assessments, SAAS Training Dates & Tournament Travel & Costing
2. Lynn James joined meeting at 8pm until 8.20pm for item 5.6 – Recruitment Panels Recommendations

Geoff Davenport SAAS.

Overview of programs and squad levels provided was provided by Geoff, who stated:

- There has been an increase in the number of ranked players from 8 to 16.
- Overall SAAS is stronger across the board; there is a need to keep working on Talent ID,
- Sports psychology assistance is improving players.
- Need to continue to increase numbers in each age group as greater numbers will create better competition.
- Looking forward to restructure improving numbers.
- SAAS training sessions attracting 15-20 players weekly.

Geoff also provided an outline of upcoming events and attendees and an approximate costing for budgeting.

NJS Roundup

- Across the board boys improved rankings in general
- Girls did not perform well 'as they stressed themselves' in competition
- Commented that maturity plays a big part of outcome,
- Players are however improving with age and coaching from Alex Ask
- Coaching over 2 venues was difficult – Ben W coached each day, which Geoff would like to pay him for.
- Cannot run NJC at 2 venues, were presented issues such as parent viewing, coaching and logistical.

Geoff also spoke about overtime worked at tournaments and events. He finds it difficult to take time off in lieu after the event, as kids still rely on him being available to coach and he would like Squash SA to consider alternative leave relief other options.

Action	Responsible	By When
The Board resolved to accept the information provided by Geoff, however resolved <u>not to accept</u> the proposed budget and squad numbers / travel plans until further information can be obtained within the context of the overall squasha operating budgets.	Information	NA

2 CONFIRMATION OF THE MINUTES

Confirmation of the Minutes of the Board of Directors Meeting held on 15 March 2010:
 Moved: Richard Tisher. Seconded: Cheryl Johnstone. Carried.

3. FINANCE

(Reports Circulated Electronically)

- 3.1 Disbursements Racquets SA / Squash SA
- 3.2 Income Statement Racquets SA / Squash SA
- 3.3 Bank Statement
- 3.4 Financial Summary Report – not presented.

Financial reports only received today as meeting is a week earlier than usual. Report will be circulated to Board members via email. General overview was that gaming turnover has risen back to levels budgeted and is turnover is tracking to budget as well.

- o 2010/11 Racquets Budget has been finalised.
- o 2010/11 Squash budget still being drafted.

3.5 Auditors Interim Report

Action	Responsible	By When
Move to accept auditor interim report. Moved: Richard Tisher. Seconded: Jack Wass. Carried.	Information	NA

4. GENERAL MANAGERS REPORT and ITEMS FOR INFORMATION

4.1 Action Summary Report

Tabled for information – report circulated to Board electronically prior to meeting.

4.2 General Report

Presented by Phil Sinnott, addressing Business Arising from previous meeting and correspondence.

4.3 Information Items

Discussed Squash SA Development roles – with input from Lynn James.

SAAS Position – balance of duties to be made between talent identification / coaching. Future of coaching may be at discretion of players, and multiple coaches may come onboard if this is the case. Additional coaching staff could be covered by Development Officers if in skill set. Weekend training - this could become a contract training role 8-10 hours per week.

SAAS Position: considerations for this role to be gathered through New Pathways Manager, Budget, plus consultation with key players, parents, coaches and Squash Australia.

2 Development Officers: North – metro + country + hills & South – metro + country + hills.

5. **BUSINESS ARISING FROM PREVIOUS MEETING**

5.1 **Strategic Information Session – Evaluation and Feedback**

Action	Responsible	By When
Tabled for information. To be placed on Squash Blog site.	PS/AP	May Board Meeting

5.2 **Committee Restructure - Recruitment Plan**

Feedback has been received advising not all members have received information regarding committee positions via matrix list.

Action	Responsible	By When
Appears committee invitation has not been sent to all members via matrix. To be recirculated via Matrix	PS	ASAP
Short newsletter / general information flyer to cover all work done to date - to also be circulated at this time to bring members up to date with changes.	PS via Jane Intini	ASAP
Recirculate all committee invitations to court owners and squash members	PS	ASAP

5.3 **Racquets SA Car Park**

Action	Responsible	By When
The Board will need to determine whether to demolish buildings prior to, or after council approval, for the new car park design. At this stage, it was decided to leave building status quo.	PS	No Action – status quo.

5.4 **Glass Squash Court**

Action	Responsible	By When
Squash SA to engage the ASB - Squash Court Manufactures, to advertise and sell by consignment Squash SA's Glass Squash Court (ASB's has exposure International Squash network). Board happy to proceed with this.	PS	ASAP

5.5 **OH&S Report**

Action	Responsible	By When
Squash Report has been received, with Racquets report to follow. Stewart to report on at next meeting.	SA	May Board Meeting

5.6 **Appointment of Staff**

Thanks given to Board members for time to assist in this area. Overview of each recommended candidate given by Board members who were involved with interviewing candidates and Lynn James.

Action	Responsible	By When
Squash SA Board ratify the appointment of 4 new staff positions: 1. Administration & Competitions Officer (Full Time) Tanya Virgens 2. Membership Services Manager (Full Time) Patti Wilson 3. Marketing Manager (Part Time 20 hours per week) Jane Intini 4. Pathways Manager (Full Time) John Cranwell As recommended by recruitment panel.	PS	1 st Appointment to Commence Monday 19 th April 2010.

Moved: Alyssa Proctor. Seconded: Danny Giles. Carried.		
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5.7 Eight Ball Tables

Action	Responsible	By When
Eight ball club have sought reconsideration of ownership of tables. Racquets to purchase, 8 Ball Club to repay Racquets. Racquets will end up with 51% ownership. Agreement for use and maintenance to be drawn up. Moved: Jack Wass. Seconded: Steve Cope. Carried.	D. Hill	ASAP

6. NEW BUSINESS

6.1 Pennant Registrar

Mandy has filled in for role, but not a long term option. Will Gray has approached Squash SA to run role with a paid honorarium as per briefing paper.

Action	Responsible	By When
Board generally supports idea of paid honorarium for pennant registrar due to the substantial number hours put into role. Board have approved a \$xxxxpa honorarium on a trial basis for 12 months. Prior to accepting Will Gray into role, all pennant committee members are to be advised this honorarium is on offer and if interested, to respond to PS within 7 days. Moved: Jack Wass. Seconded: Steve Cope. Carried.	PS	May Board Meeting

6.2 Facilities Update

Action	Responsible	By When
Adelaide Shores funding application for an Indoor Sports Centre was unsuccessful. Meetings held with Gawler High School, State Sports Park – Gepps Cross Super School, Reynella High School. Follow up meetings to be scheduled with Mt Barker, Seaford 6-12 School and Pinnacle Investments.	Information Item	
PAC will be redeveloping dormant stadium and interested in further squash facilities. Further discussions to occur, possibility to fit with future AJC events.	Information Item	

6.3 Sales of Equipment Policy

Action	Responsible	By When
To be completed.	PS	May Board Meeting

6.4 2011 AJC Event

Action	Responsible	By When
Board held general discussion about recent event scheduled over 2 venues. Not successful from an organisational point of view and does not showcase SA full capability. Board has agreed for Squash SA to postpone holding the 2011	PS to advise Squash Oz.	ASAP

AJC in Adelaide until Squash SA has a suitable venue. Moved: Cheryl Johnstone. Seconded: Steve Cope. Carried.		
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6.5 Austrac

Action	Responsible	By When
The Board to ratify that the designated Austrac Compliance Officer is the same as the Club Manager and note the lodgement of the 2009 Austrac compliance report has been executed. (See correspondence out 7.13, Board Minutes 14.4.2010) Moved: Richard Tisher. Seconded: Jack Wass. Carried.	Completed	14.4.2010

6.6 Programs and Services

Action	Responsible	By When
Discussed as part of recruitment in PS report.	Information item	

7. CORRESPONDENCE

In

7.1 Mark Parker- Somerton Squash Club – requested funding for capital works grant.

Action	Responsible	By When
PS to write to Mark Parker to clarify that capital works grant program is yet to be established. And no funding is currently available.	PS	ASAP

- 7.2 City of Mitcham- Approval to demolish properties
- 7.3 A/C Demolition- Agreement- contract variation
- 7.4 Squash OZ- Service Agreement
- 7.5 Squash OZ- National Insurance policy
- 7.6 OLGC- Approval of M. Manning
- 7.7 Campbelltown Council- Leisure Centre Redevelopment
- 7.8 Auditors Interim Report
- 7.9 Squash OZ Workshop Notes
- 7.10 Carin Conda – application for Associate Affiliation (Squash Oz to respond)

Out

- 7.11 Grant Norman – Volunteer of Year Award
- 7.12 EOI Committees
- 7.13 Austrac

8. SQUASH AUSTRALIA

8.1 2010 AGM – Board Appointments

Action	Responsible	By When
President John Lee (Qld) Vice President Ms. Peta Murphy (Vic) Vice President Mr. Ollie Lind (NSW) Directors: Carol Kawaljenko (NT) Marcus Smith (Vic)	Information Item	

8.2 2010 Service Agreement

Action	Responsible	By When
Signed copy received back from Squash Oz.	Information Item	

8.3 Squash Oz Workshop Notes

Action	Responsible	By When
Gary McDonald worked through the Squash Australia strategic plan and the National Player Membership System. SA attendees learnt and gained a greater understanding of Squash Australia initiatives.	Information item	

9. OTHER BUSINESS

NJC Event

Action	Responsible	By When
Phil to write to all volunteers and clubs involved with delivering the NJS event to recognise and thank them for their time and efforts.	PS	ASAP
Formal committee and Squash Australia debrief for event to be organised to identify areas for improvement, followed by a meal in thanks for volunteers. Board members invited to attend.	PS	ASAP

South Adelaide Squash Centre – Squash SA Staff

Action	Responsible	By When
It is the intention of the South Adelaide Squash Centre to commercially rent out offices currently utilised by Squash SA when vacated. New rental arrangement to incorporate tenant servicing front desk area. South Adelaide Squash Centre has requested that Squash SA to give them a 2 months' notice when vacating premises.	PS	As required.

Meeting Closed at 10pm.

10. NEXT MEETING

Monday 24th May 2010

Focus:

- a. Meet and Greet New Staff
- b. Annual Business Plan
- c. Provisional Budget 2010/2011