



SNZ BOARD MEETING MINUTES

Date: Tuesday August 22, 2017, Conference Call, 7:00pm

ATTENDANCE AND APOLOGIES

Attendance: Greg McKeown - Chair (GM), Linda Kenny (LK), Steve Dunbar (SD), Gareth Fleming (GF), Vaughan Utteridge (VU)
Jim O'Grady – Chief Executive
Apologies: None

CONFLICTS OF INTEREST

None

STAKEHOLDER INPUT – Prior to Board meeting commencement

William Bicknell, CAG spokesperson, entered the conference call at 7:00pm. He spoke in support of the report recommendation to remove the 4 events below from the 2018 calendar.

- North Island Senior Open Championship - to be remove from 2018 Calendar
- South Island Senior Open Championship - to be remove from 2018 Calendar
- New Zealand U23 Championship - intent to merge with Junior national's subject to feasibility and further feedback from stakeholders, otherwise remove from 2018 Calendar
- Champion of Champions – to be removed from the 2018 Calendar

VU suggested the events could be "sold" or made available to venues that might be interested in hosting these events. WB indicated there had been mixed feedback from the districts and other stakeholders but the majority supported their removal from the calendar so more effort could be put into bigger events.

While there was some support for the concept of CoC and U23, feedback suggested that these events were onerous and time consuming for the organisers with limited resources, and difficult to effectively place on the calendar.

The CAG would provide a further update on their work to the October 6 Board meeting, but recommended the above changes for the 2018 year in the meantime.

(William Bicknell left the meeting at 7:16pm)

Board Meeting Commenced 7:17pm

MINUTES OF PREVIOUS MEETINGS

Purpose: To confirm the minutes and resolutions of the previous meeting held July 22, 2017

Matters arising from minutes: There were no matters arising.

Resolution: That the minutes of the previous SNZ Board meeting held July 22, 2017 be approved as true and correct record of proceedings.

Moved: GM Seconded: LK

Carried

STANDING RESOLUTIONS AND ITEMS FOR RATIFICATION

Resolution: The SNZ Board agrees to apply for funding as and when required for a range of activities.

Moved: GM Seconded: LK

Carried

CE REPORT

The CE report

- a) focuses on key Squash on the Move outcomes and how they are being achieved, and
- b) reports on other matters which the Board should be aware of.

Resolution: That the SNZ Board receives the CE report as tabled.

Moved: GM Seconded: VU

Carried

FINANCIAL REPORTS

Financial Reports SNZ and Club Kelburn to 31 July, 2017 were circulated prior to the meeting.

It was agreed that the monthly accounts and matters arising would be reviewed at the next meeting.

ITEMS FOR DECISION

Item 1

To approve the draft SNZ Facilities Strategy:

Item deferred until the next Board meeting.

Item 2

WSF AGM:

The WSF AGM will be held in Marseilles November 30 – December 3, 2017. It has been generally agreed that NZ should attend WSF AGMs for the following purposes – representation, participation, progressing SNZ specific initiatives, building relationships. JO attended the WSF AGM last year and has since had regular contact with WSF and PSA representatives. Attending the meeting will provide the opportunity to pursue PSA and other initiatives and report back on what was achieved.

Resolution: That the CE attend the 2017 WSF agm and the opportunity is used to progress SNZ specific initiatives.

That the SNZ AGM and National Forum are held on Saturday 25 November, 2017.

Moved: GF Seconded: LK

Carried

Item 3

Competition Review:

Following the presentation earlier in the evening, there was further discussion on the CAG recommendations to delete the North and South Island Senior Champs and the Champion of Champions event from the 2018 calendar, and to either alter or delete the U23 event. The CAG reported that these recommendations have been well consulted with all districts and are supported by the majority. The CAG's rationale for the recommendations included low or declining popularity of the events, finding time in the calendar (particularly for CoC), and reallocating resources to other events.

It was noted that the districts have an interest in these events and may not be aware of the recommendation being presented to the Board at the August meeting. The CAG recommendation was accepted subject to the CE communicating the intended 2018 changes to the districts and there being no overwhelming objection to each of them. Accordingly, the Board resolved as follows.

Resolution:

That given the interest Districts have in these events and to provide every opportunity for input, that the CE communicate the following intended 2018 Event Calendar changes:

- a) Remove the North Island Senior Open Championship
- b) Remove the South Island Senior Open Championship
- c) Remove Champion of Champions
- d) New Zealand U23 Championship – either merge it with another event (subject to feasibility and further feedback from stakeholders) or otherwise remove the event

That subject to there being no overwhelming objection that the above changes be made to the 2018 Event Calendar.

Moved: GF Seconded: SD

Carried

Other aspects of the CAG draft paper were not discussed. Previous Board input was noted. Final recommendations are to be presented ahead of the next Board meeting.

Item 4

SNZ Annual Plan and Budget 2017 / 2018:

It was agreed to schedule a further meeting mid-September to discuss specifically the annual plan and the budget for 2017 / 2018 with the focus on the key actions, Marking Our Game, budget and timelines.

ITEMS FOR DISCUSSION

Item 1

National Office Structure:

CE provided an update on the current staffing situation. SNZ has advertised for a Squash Operations Manager with applications closing August 25 (12 applications to date). Luke will finish September 22 and Sam leaves October 13.

The Board discussed the impact of these changes and a strategy to deal with them over the next 6 months. Consideration was given to restructuring the current roles within the office which might allow for separation of the coaching and development components. There was general support for a "squash ops" role to maintain continuity of BAU deliverables and support for the Club 20 initiative. Similarly, there was support for exploring opportunities to increase the engagement with Glen Wilson (coaching) and Kashif Shuja (national events) particularly with Shelley working reduced hours.

The Board saw merit in maintaining some flexibility on structure and location in the interim pending other factors which are yet to be decided such as SNZ office lease.

(GF left the meeting 8:35pm).

Item 2

Board Development - Governance Mark:

GM provided an update on the Board evaluation process. Individual and Chair reports have been distributed to Board members. The Chair, Whole of Board and Management reports will provide input to a Board development plan. John Page, Sport NZ, is drafting an initial report which he will work through with the Chair and present at the October 6 Board meeting in Christchurch.

Item 3

FPS Sportsville and Hutt City Squash:

CFT has sent a proposal to SNZ requesting squash funding support for FPS. It outlines how CFT has arrived at the \$150k request from squash and confirms there is an offer of \$300k of further funding support subject to squash support. CFT is seeking pledges from "squash" for the \$150k which may be structured in \$30k annual instalments over 5 years.

The Board confirmed its support to work with Squash Wellington and Hutt City Squash to develop a "squash" response which provided \$30k annual instalments over 5 years. The item was further discussed in Confidential.

Item 4

IT Systems Evaluation:

The CE provided a brief update. A preferred contractor has been identified and the CE is to meet to discuss cost, timeframes, etc and report back to the Board.

Item 5

Squash NZ Office Lease:

The CE provided an update on office options. The CE is awaiting approval from WLC for SNZ to relocate the office building next to the NSC. Once received cost estimates can be prepared. CE to continue to explore other options for the location of the office and alternative rental space. The item was further discussed in Confidential.

Item 6

Squash Foundation:

The CE provided an update on the Squash Foundation, noting that the AGM was still a target for launch. It was agreed that more resource was needed to progress the launch of the Squash Foundation in this timeframe and the Board was comfortable with engaging a contractor to do the necessary work. Setting up the deeds and protocols, asking for foundation donations, and a marketing plan were noted as important aspects to be managed by the CE using contractor and volunteer resources.

Item 7

Board Rotation, Co-option:

It was agreed to defer any decisions on co-option until after the agm. It was suggested this be discussed with John Page, Sport NZ, as part of the Governance Mark work. GM to follow up.

GM and CE to prepare draft job descriptions for the vacant Board positions at the agm, and a collection of informative documents to be made available to interested candidates. The documents will identify the capabilities and skill sets (including marketing, technology and high performance) which have been identified as being particularly useful on the Board.

Item 8

The Board discussed recognition for the organisers of the World Junior Championships in Tauranga. It was suggested they might be recognised at the SNZ annual awards, the Sport Bay of Plenty awards and possibly Sport NZ awards. Letter of thanks have been sent to Wayne and the organising committee.

Meeting ended 8:56pm

Signed:



Chair

Date:

6/10/17