



MINUTES OF SNZ BOARD MEETING

Saturday November 29, 11.45am, Jetpark Hotel and Conference Centre, Auckland

Present: Tony Johnston, Linda Kenny, Steve Dunbar, Greg McKeown, Dayne Far, Jim O'Grady (CE)

Apologies: Matt Taylor

Conflicts of Interest: None

Welcome Tony Johnston welcomed newly elected Board member, Dayne Far to the Board and outlined the meeting and induction procedure

Items for Decision

1. To elect a Chairperson of the Board of Squash New Zealand.

For the purpose of the election the Chief Executive assumed the role of Chair and called for nominations for the position of Board Chair. Tony Johnston was nominated by Greg McKeown, seconded Linda Kenny. There were no further nominations.

Resolution:

That Tony Johnston be elected to the position of Chair of the Board of SNZ.

Moved: Greg McKeown / Linda Kenny Carried Unanimously

2. To confirm the Minutes of the previous meeting held October 22, 2014.

Resolution:

That the minutes of the previous SNZ Board meeting held October 22, 2014 be approved as a true and correct record of proceedings.

Moved: Linda Kenny / Greg McKeown Carried

Matters arising from the Minutes – There were no matters arising from the minutes.

3. To record in the Minutes an Out of Meeting Resolution (13/11/2014) to purchase \$1,618.50 of gym equipment as Capital Expenditure for Club Kelburn.

Resolution:

That on the 13/11/2014 the SNZ Board approved an OOMR to spend \$1,618.50 of Capital Expenditure for the purchase of gym equipment at Club Kelburn as per the schedule and quotation supplied.

Moved: Steve Dunbar / Linda Kenny Carried

4. To elect the members of the SNZ Board Standing Committees.

Steve Dunbar suggested the Board consider establishing two new committees to oversee the work of the national office and SNZ. The committees would keep a watching brief on the activities within their portfolios ensuring there were adequate systems and processes in place to meet the ongoing needs of the organisation. A suggested structure was –

Squash Committee

Club Development
High Performance
Events
Referees

Corporate Committee

Commercial
Finance / Audit
HR
IT
Strategic Plan

It was agreed to progress this idea at the January 23 meeting and appoint Board members to the existing standing committees in the interim.

Resolution:

Audit and Risk Committee

That Greg McKeown and Steve Dunbar be elected to the Audit and Risk Committee.

Moved: Linda Kenny / Dayne Far Carried

Resolution:

Human Resources Committee

That Tony Johnston and Greg McKeown be elected to the Human Resources Committee.

Moved: Steve Dunbar / Linda Kenny Carried

5. To ratify the appointment of the National Selectors.

Resolution:

Senior Selectors

That Mike Martin and Michel Galloway be ratified as Senior Selectors. Convenor Paul Hornsby.

Moved: Steve Dunbar / Linda Kenny Carried

Junior Selectors

No nominations had been received for the positions of Junior Selector. The CE and HPAP would continue to seek individuals to fill the roles.

Masters Selectors

That Kaye Jackson and Stephen O'Toole be ratified as Masters Selectors. Convenor Wayne Seebeck.

Moved: Steve Dunbar / Linda Kenny Carried

6. To ratify the appointment of Programme Directors.

Resolution:

Masters Director

That Wayne Seebeck be ratified as the Director of Masters Squash.

Moved: Steve Dunbar / Linda Kenny Carried

Referees Director

That Chris Buckland be ratified as the Director of Referees.

Moved: Steve Dunbar / Linda Kenny Carried

7. To apply for grant funding.

Resolution:

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

Moved: Steve Dunbar / Linda Kenny Carried

Resolution:

It was resolved by the Squash New Zealand board that a funding request be made to Air Rescue Services Limited.

Amount: \$2,382.61 plus GST

Purpose: Towards the cost of chartering a bus to transport South Island teams from Auckland Airport to Whangarei Squash Club for the 2015 Cousins Shield Competition

Moved: Dayne Far / Steve Dunbar Carried.

8. Finance

Resolution:

The financial reports for SNZ and Club Kelburn to 31/10/2014, having been previously circulated, be approved.

Moved: Greg McKeown / Tony Johnston Carried

Items for Discussion

National Squash Centre

1. To resolve the matter of an outstanding loan from SNZ to the NSCT.

The NSCT has acknowledged the existence of the loan but argue that the loan was offset by the purchase of the glass squash court. The paper trail is inconclusive but it appears that this probably was the case. The balance outstanding according to SNZ is \$160,573 but still in dispute.

After discussion it was agreed the CE write to the NSCT stating the SNZ Board's position as follows -

The SNZ Board appreciate the NSCT has acknowledged the loan of \$293,073.

The SNZ Board acknowledges the repayment of the loan was partially offset by the purchase of a glass court for \$265,000

Taking into account all factors the SNZ Board maintains the balance owing is \$160,573 and the NSCT should repay this amount unencumbered by any terms or conditions.

Further the SNZ Board asks that ownership of the glass court be transferred to SNZ at current book value.

General Business

- **AGM Review**

It was agreed the SNZ Board would review the 2014 AGM at its next meeting on January 23, 2015.

- **Annual Plan / Strategic Plan**

The annual planning / strategic planning process would be discussed at the SNZ Board meeting January 23, 2015.

- **Affiliation Levy for 2014 / 2015**

The final SEM and membership numbers were complete. JO and GM are working to finalise the levy recommendations for 2015 once any anomalies have been resolved.

- **SNZ Staffing / Restructure of Roles**

The CE updated the SNZ Board on the staff changes advising that the newly created NCD / DD role had been advertised and interviews would be conducted next week.

- **Meeting Timetable 2015**

The meeting schedule for 2015 was confirmed.

- **District Buddies and Buddy Reports**

SNZ Board members were assigned the following district "buddies" for 2015.

GM	Northland and Auckland
MT	Waikato and Bay of Plenty
LK	Midlands and Canterbury
TJ	Otago and Southland
DF	Wellington and Eastern
SD	Central

- **Update on Dunlop Ball Options**

Pacific Brands Pty Australia who control the Dunlop ball distribution have sold the business to the Design Group. CE will endeavour to maintain contact with the new business to hopefully reach a sponsorship agreement for the future.

- **Letter of Complaint**

A letter of complaint had been received from Kent Darlington, Central Squash Manager, about the standard of behaviour at the NZ Nationals awards dinner. The letter had been forwarded to the SNZ Board for consideration. The points raised were acknowledged and it was agreed that SNZ would take note of the concerns raised to ensure that there was an improvement in the standard of behaviour at future events. The CE to write to Kent Darlington to acknowledge his concerns.

- **Next Meeting**

January 23, 2015. Jetpark Hotel and Conference Centre, Auckland.

- **Meeting Closed 2.15pm**

Signed..........Chair, Squash New Zealand