



BOARD MEETING MINUTES
Date: Friday September 30, 2016, 12:15pm
Venue: Hamilton Squash and Tennis Club

ATTENDANCE AND APOLOGIES

Apologies: None

Attendance as follows.

Board: Greg McKeown - Chair (GM), Fran Hopkins (FH), Linda Kenny (LK), Steve Dunbar (SD), Gareth Fleming (GF), Tony Johnson (TJ), Jim O'Grady – Chief Executive (CE/JO)

CONFLICTS OF INTEREST

None were noted

MINUTES OF PREVIOUS MEETINGS

Purpose: To confirm the minutes and resolutions of the previous meetings held August 19, 2016.

Matters arising from minutes:

Noted:

Under Items for Discussion, Item 1: Should read "Draft" Points of Agreement
CE to upload Audit and Risk plan to Dropbox

Resolution

That the minutes of the previous SNZ Board meeting held August 19, 2016 be approved as true and correct record of proceedings.

Moved/Seconded: GM/LK Carried.

Attachment: Minutes of the SNZ Board Meeting held August 19, 2016

STANDING RESOLUTIONS AND ITEMS FOR RATIFICATION

Resolution

Purpose: To apply for grant funding.

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

Resolution

Purpose: To ratify the out of meeting decision (24/8/2016) for the CE to attend the 2016 WSF agm as the SNZ delegate. That given the proposed changes in the way costs will be met, and for the additional benefits outlined, that the CE attend the WSF AGM in Hong Kong.

The SNZ Board agrees to send the CE to the 2016 WSF agm as the SNZ delegate.

Resolution

Purpose: To ratify the out of meeting decision (29/8/2016) to confirm the selections for the Senior Women's Team to attend the 2016 World Women's Teams Championships in Paris. The team is Joelle King, Megan Craig, Amanda Landers-Murphy and Emma Miller. Manager / Coach Shelley Kitchen.

The SNZ Board ratifies the selector's recommendations for the 2016 World Women's Team of Joelle King, Megan Craig, Amanda Landers-Murphy and Emma Miller. Manager/Coach Shelley Kitchen.

Moved/Seconded: GM/GF Carried (all three resolutions)

Attachment: Senior Selectors recommendations to the SNZ Board.

CE REPORT

The CE report, having been previously circulated, was received.

Matters arising:

The Board asked for clarification of the drop in junior numbers and a breakdown of the membership numbers by club. The Board discussed a plan for reconnecting with graded and leisure players who were no longer active in iSquash. It was proposed that a database of "fans" be created and they receive the SNZ newsletter and invitations to start playing again.

FINANCIAL REPORTS

The financial reports for SNZ and Club Kelburn to 31 August 2016 were circulated prior to the meeting.

It was agreed to report a consolidated income line in the Club Kelburn Profit Statement as Sport Centre income.

The Board sought confirmation of the Club Kelburn lease terms with the Wellington City Council.

Resolution

That the SNZ Board receive and approve the financial reports for SNZ and Club Kelburn to 31 August 2016.

Moved/Seconded: GM/TJ Carried

Attachments: SNZ and Club Kelburn financial reports to 31 August, 2016 (Dropbox)

ITEMS FOR DECISION

Item 1

To confirm and adopt the SNZ Annual Plan and Budget for 2016/2017

It was agreed to set a participation growth target of 1940 for the 2016/2017 financial year and that each district and club be set a target. SNZ would develop a campaign ("Get 10") to engage with districts and clubs to grow participation numbers by a net average of 10 people per club.

The Commercial Sub-Committee, after reviewing the HTG contract, made a recommendation to the SNZ Board to terminate the agreement with HTG in favour of developing an internal commercial partnership/sponsorship option.

Resolution

That SNZ terminate the contract with HTG as at 30 September 2016.

Moved/Seconded: SD/GF Carried

Based on a forecast surplus the SNZ Board agreed to make provision for \$30k of unallocated expenditure in coming financial year. When combined with the draft budget deficit of \$13k it would produce an operating deficit of \$43k before depreciation.

Resolution

That the SNZ Annual Plan and Budget for 2016/2017 be adopted.

Moved/Seconded: GM/LK Carried

Attachment: Updated draft annual plan priorities and budget for 2016 / 2017 (Dropbox)

Item 2

To confirm the nomination of the JO for the position of President of the Oceania Squash Federation.

The positions of president and vice president will become vacant at this year's general meeting of the OSF. JO has been a VP since 2012 and is willing to put his name forward for the position of president to succeed NB. As well as maintaining continuity in the governance of OSF it allows SNZ to be directly involved in the administration of the federation and to share its resources with OSF.

Resolution

That the SNZ Board confirm the nomination of the CE for the role of President of the Oceania Squash Federation.

Moved/Seconded: GM/GF Carried

(SD left the meeting 2.45pm)

ITEMS FOR DISCUSSION

Item 3

HP Strategy – HP22

The draft high level strategic plan had been circulated to stakeholder groups for consultation and feedback. The feedback had been very positive and supportive. An operational plan (HP Booklet) and budget had been developed. The revised strategy and budget were circulated to the SNZ Board for ratification and adoption.

The appointment of a High-Performance manager was confirmed and it was agreed that work would continue to explore options for a centre of excellence.

Resolution

That the SNZ Board receive and approve the High-Performance Strategy - HP22.

Moved/Seconded: GM/GF Carried

Attachment: HP22 - The SNZ High Performance Strategy to 2022

Item 4

Board Rotation

TJ and SD to confirm their nominations for the Board for the forthcoming year.

Attachment: Board Rotation Schedule

Item 5

Squash Foundation

The CE provided an update on the proposed Squash Foundation and philanthropic contributions to Squash New Zealand. The HoF committee was working on a deed to confirm the objects and purposes of the foundation and the appointment of trustees. It was agreed that the Acorn Foundation would be a suitable investment vehicle for the SF funds. The goal was to launch the foundation at the SNZ agm on December 3.

Item 6

AGM, Forum and End of Year Awards

After discussion on the format and content of the year end forum it was agreed to include the following items:

Participation Growth: The districts as a salesforce for squash. A "Get 10" campaign.

PAR11 for all junior events

A review of the national event rotation policy

Statistics on attendance

Hold pinnacle events in major centres to reduce costs for participants

A review of event hosting fees

Coachforce engagement / delivery - how will it make a difference?

District reporting and meetings

Improving the profile and standard of national events

Expectations responsibilities regarding alcohol at national events

The forum would be held Saturday December 3. The dinner would combine the HoF celebration of squash along with the launch of the Squash Foundation and the SNZ awards. A place holder had been circulated and invites would go out shortly.

(SD rejoined the meeting 4:42pm)

Item 7

Operational round-the-table

TJ reported that:

The Wanaka Squash Club is making good progress with its plans to build a new facility.

Jason McLaughlin, a former NZ Junior, had been appointed as the Squash Midlands President.

From his observation that the standard of refereeing was vastly improved at national events

LK asked the CE to advise Jason McLaughlin of his visit to Mid Canterbury in November

FOR INFORMATION

Squash Directors Report

Coaching and Development Directors Report

MEETING SCHEDULE

~~November 28 – Auckland~~

~~February 12 – Auckland~~

~~April 29 – Mt. Maunganui, Bay of Plenty.~~

~~May 27 – Conference Call~~

~~June 24 – Auckland~~

~~August 19 – Auckland~~

~~September 30 – Hamilton~~

December 3 – Auckland - Forum, Awards, Hall of Fame Dinner

December 4 – Auckland - AGM, Board Meeting

The meeting closed 5:03pm