



Minutes of Squash NZ Board Meeting

Held:	Friday January 31, 2014. Jet Park Inn, Auckland. 12.00pm
Present:	Tony Johnston (Chair), Linda Kenny, Tony Alexander, Greg McKeown, Steve Dunbar, Matt Taylor and Jim O'Grady (Chief Executive)
Apologies:	None
Conflict of Interest:	None
Minutes:	The minutes of the meeting held November 30, 2013 were accepted as a true and correct record Moved: LK / GM Carried
Matters Arising:	There were no matters arising
Resolutions:	There were no out of meeting resolutions.

1. Programme Director Presentations

Coaching Director – Dave Clarke

Coaching framework overview and future resource development

Overview of the SNZ Coachforce programme and agreements

Summary of handover to Jason Fletcher (new NCD) and work priorities

Risks to the programme : Splinter group/s pursuing their own programmes
 Coach retention

Suggestion that SNZ website include a section titled "Where to find a Coach"

The Board recorded its thanks and gratitude for the work Dave Clarke had done in the area of coaching and wished him well in his new role.

High Performance – Paul Hornsby

Overview of the HP programme for 2014

World Championship campaign for Joelle King – #1 by the end of 2014

Glasgow CWG campaign 2014 – 3 medals

National Transitional Squad – assistance players aged 17-20 into PSA / WSA

World Junior Boys – 5 x camps + Championships Namibia August 2014

World Junior Girls Squad- 4 x camps in development year

Very successful Oceania Junior Championships and 2 test series with Australia in January

National Development Squad – 3 x camps limited to 16 players

Talent Development Centres – 4 x centres for 2014

NI (Wellington) and SI (Invercargill) Coaches Conferences in 2014

Assistant HP Coaches – Jo Williams and Robbie Wyatt

Strength and Conditioning Contractor – Tony Marsh

Squash Director – Michael Pittams

National Events – summary of rotation / allocation of national events from 2015
Reintroduction of national U23 Championships after absence of 20 years
Masters – largely self - sufficient and well organised requiring little input
Referees – outline of referees development framework and pathways
iSquash –
 Introduction of Combined Grading List January 2014
 Working on additional features for tournament / interclub modules

Development Director – Pennie O'Connor

Overview and update on Kiwi Squash Stage 1
Resource development and trial complete – now ready to launch
National Campaign - focus on CWG
iSquash -
 4 clubs now confirmed installation of iSquash Access with 2 more pending
 Once operational need to concentrate on marketing Pay2Play
Roadshow Itinerary for 2014 confirmed and meetings scheduled with RST network
Other projects - Identify and contact clubs to promote the benefits of affiliation
 Development of a Club Resources index
 Undertake in partnership with RSTs assessments of district

2. Finances

It was agreed the SEM figure for the 2013 – 2014 year be set at \$33.50 + GST to collect the budgeted income of \$455,000 + GST.

Moved: TA / LK Carried

The increase reflected the change agreed by the district presidents in 2013 to shift the grading levy charge from districts to the clubs and a CPI adjustment.

The financial reports for SNZ and Club Kelburn to 31/12/2013 were approved as true and correct.

Moved: LK / GM Carried

A budget projection and financial performance indicator for 2013 - 2014 had been circulated prior to the meeting. The budgeted operating deficit of \$18k after depreciation had been revised taking into account the WSF agm deficit, the projection likely to be around \$30k.

JO to distribute the 5 year budget to the Board.

JO confirmed all changes to the account signatories had been completed and the annual return had been filed with the Companies Office.

JO to prepare a response to the auditor's letter following the 2013 audit and circulate to the Board for approval. It was agreed to investigate Club Kelburn unders / overs highlighted in the report in conjunction with Hamon & Associates.

3. Planning Topics

Revenue

Sponsorship – SD suggested SNZ look at a made for TV product potentially featuring Joelle King and use media contacts to assist. The Hall of Fame was also seen as a vehicle for potential sponsorship / fundraising.

Affiliation

It was agreed that a decision on a levy collection model be deferred to the next meeting. JO to summarise the discussions to date and circulate to the Board before the next meeting.

Facilities

JO updated the Board on a number of facility development projects around the country. It was agreed that JO prepare a detailed proposal before any further decisions were made. There was support for the concept that SNZ provide development assistance to clubs.

Membership Survey

MT encouraged SNZ to survey the squash market to understand the customer demographics. It was agreed that SNZ would conduct a survey and MT would draft the survey questions by mid-February.

Marketing Rebranding

An updated presentation of the SNZ rebranding proposal was shown to the Board. The next step was the formation of a consultation group, finalisation of the content for the district “packages” and the costs to the districts.

4. General Business

Co-option

It was agreed that co-option would only be used where there was a real need or specific skills were needed for a specific task.

Board Self Review

For the March Board meeting –

1. Is the “Role of the Board” clear?
 - Does the Board and Management have a common and agreed view of our role and the value that it adds?
 - Who is the Board accountable to?
 - Do we measure and hold ourselves accountable for our performance as a Board?

Meeting Schedule

It was agreed to defer a decision on the meeting schedule for the remainder of 2014 until the March 14, 2014 meeting. The meeting time for the March meeting was confirmed as 12.00pm to 5.00pm.

AGM Review

SNZ to review the timing and process for national awards and make any changes or improvements as necessary.

Board Induction

Board information papers and policies had been circulated via email and Dropbox. Board members could request additional information as required and were welcome to call into the national office at any time.

Standing Committees

Audit and Risk Committee – Greg McKeown and Steve Dunbar
Human Resources Committee – Tony Johnston and Greg McKeown

Annual Work Plan

JO to update and circulate a 2014 annual work plan.

Other

MT provided a summary of a potential fundraising opportunity for clubs through Switch Club Power. Clubs and their members can move electricity accounts to Switch Utilities and in return the clubs would receive an extra revenue stream and the members get a highly competitive electricity account. SNZ to investigate and promoting if worthwhile.

SD suggested the World Masters Games in 2017 was an excellent marketing opportunity for squash and SNZ should leverage the event to promote squash throughout the country.

It was agreed that SNZ would develop a marketing campaign around the 2014 CWG to capitalise on medal successes and the athletes involved. JO to discuss with media manager and develop a plan.

SNZ to discuss with the Hall of Fame opportunities to attract new money into the sport.

District buddy reports were circulated prior to the meeting.

5. Motions to Apply for Funding

The SNZ Executive Council agrees to apply for funding as and when required.

Moved: TJ / TA Carried

6. Next Meeting

Friday March 14, 12.00pm – 5.30pm. Jet Park Inn, Auckland

7. Meeting Closed 5.25pm