



Minutes of Squash NZ Board Meeting

- Held:** Friday July 4, 2014. Jetpark Inn, Auckland. 2.30pm
- 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 conference call meeting held June 4, 2014 were accepted as a true and correct record
Moved: LK / TA Carried
- Matters Arising:** None
- Resolutions:** Out of Meeting Resolution: 16/6/2014
Ratification of the 2014 World Junior Men's Team to Namibia
Scott Galloway, Max Trimble, Luke Jones, Chapman Kutia.
Coach / Manager - Paul Hornsby
Moved: TJ / TA Carried

1. CE KPIs

Updated KPIs had been added to the CE PDP and the changes were approved by the meeting. Following confirmation of the AP the KPIs would be reviewed in September and a formal review would take place in December.
Moved: GM / SD Carried.

2. Club Kelburn

JO and SD visited Club Kelburn on July 3 to review systems and procedures being used at the facility. Rob Walker provided a detailed and comprehensive explanation of all the systems being used including cash handling procedures, EFTPOS transactions, daily

reconciliations, Clubware and inventory management. A contract accountant (Hamon & Associates) processed all payments for Club Kelburn and the management contract with Penryn Trading Limited had clear delegated authorities with regard to operating and capital expenditure. Cape Physio operated a physiotherapy practise within Club Kelburn with a signed lease through until July 2017. The Board accepted the written report from JO.

Moved: LK / SD

Carried

The Board approved Capital Expenditure of approximately \$1,880.00 + GST for the fitting of steel frames to the exterior deck for additional exercise activities, subject to receiving a formal quotation from Rob Walker.

Moved: GM / TA

Carried

Possible Capex items had been identified for the 2014 / 2015 budget and Rob Walker would advise when and if these would proceed. It was suggested that grant funding might be sourced for these projects. JO to investigate.

The Board asked that a letter of thanks be sent to Rob Walker.

3. Branding

Grant Smith would provide a summary of the rebranding project at the Presidents meeting on July 5th. Work was virtually complete with only Midlands outstanding. Grant to reinforce the adoption and correct use of the new brand in all material produced by the districts and the national office.

4. National Squash Centre

Details of the SNZ loan to the NSC had been sent to Bruce Davidson, Chair of the National Squash Centre Trust, who had acknowledged they appeared to be correct. Subsequent to this action it had been pointed out the SNZ may have given part of this loan money to the NSCT to purchase a glass court. Clarification is required to determine if the SNZ money used to purchase the glass court was a gift from SNZ to the NSCT or a reassignment of the original loan. JO to clarify along with current depreciated value of the glass court.

Unitec had recently made public their long term plans for the campus. It is apparent that Unitec are intent on pursuing both commercial and residential developments on the campus but the future of both the NSC and the SNZ office are uncertain. A meeting was scheduled for July 7th with Unitec representatives to gain a better understanding of their plans.

5. Mid-Year Meeting

The agenda and meeting papers for the mid-year Presidents meeting on July 5 had been prepared and circulated. There had been little adverse comment on the proposed changes to the constitution or the new hybrid affiliation model and it was expected that the SGM would approve the motion without dissent. All other agenda items and presenters were confirmed for the meeting.

6. Finance

The financial reports for SNZ and Club Kelburn to 31/05/2014, having been previously circulated, were accepted a true and correct record.

Moved: TJ / GM Carried

7. Programme Director Reports

The Board acknowledged the receipt of the reports from the Directors of Development, Squash, Coaching and High Performance and thanked them for their contribution.

8. General Business

As part of the annual planning process the Board discussed generally the structure of the national office and agreed to review, with the CE, the roles and responsibilities of the organisation, taking into account any outputs from the President’s meeting, with a view to determining the optimal structure for SNZ.

It was agreed that the national office staff be invited to the next Board meeting as part of this review process. TJ and JO to review the next meeting date to fit the AP process.

9. Motions to Apply for Funding

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

Moved: TJ / TA Carried

10. Next Meeting

Wednesday August 22, 1.00pm – 6.00pm, Jetpark Inn, Auckland.TBC

11. Meeting Closed 6.30pm

Signed.....Chair, Squash New Zealand

Date.....