



Minutes of Squash NZ Board Meeting

Held:	Friday May 9, 2014. Squash New Zealand Office, 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 March 14, 2014 were accepted as a true and correct record
	Moved: LK / TA Carried
Matters Arising:	None
Resolutions:	There were no out of meeting resolutions

1. Affiliation

The proposal for a new Hybrid SEM/ GLL affiliation model had been circulated to the Districts and the Board prior to the meeting. It was agreed that the hybrid SEM/GLL model be adopted for a two year trial implementation starting in 2014 / 2015 and that the CE –

- Fine tune the proposal taking into account the feedback from Districts
- Circulate the updated proposal to the Board and then the Districts
- Develop an appropriate communication strategy for clubs
- Prepare the required constitutional changes for Board approval and then adoption at a Mid-Year SGM

Moved: GM / SD Carried.

2. Adoption of APDS Process

The proposal for a new Board annual planning process had been circulated to the Board prior to the meeting. SD suggested that a measurement component also be added to the process similar to the Rugby report card. It was agreed that the Board adopt the new annual planning process as outlined with the inclusion of a “report card” commencing in May 2014.

Moved: SD / LK Carried

3. Club Kelburn

It was agreed the Audit & Risk Committee confirm the scope and cost of an audit and undertake to make a recommendation to the full Board on a course of action as soon as practicable.

4. Marketing and Branding

The rebranding project was virtually complete with the Districts completing their final requirements. Once this was done each District would be invoiced for their contribution to the project. SNZ to identify the priorities for introducing the new brand at a national level.

MT outlined a marketing / promotional campaign around the 2014 CWG. Clubs would be invited to participate with SNZ promoting the campaign through a dedicated page on the SNZ website. MT would provide the artwork and clubs could add their own logo or name. Post event SNZ would survey clubs to gauge feedback and uptake.

It was agreed to approve non-budgeted expenditure of up to \$1500 + GST for the “Go for Gold” campaign.

Moved: GM / TJ Carried

The Board felt that a marketing plan should be included in the annual plan. MT would prepare and circulate some ideas on a marketing plan for the next Board meeting.

5. CE KPIs

The Chief Executive Review Committee reported that they were $\frac{3}{4}$ of the way through the review and would report to the next Board meeting.

6. Policy

The Audit and Risk Committee and CE had updated the Director’s Policy handbook (Version May 2014) which had been circulated to the Board prior to the meeting. The key points were-

The inclusion of all Board policy documents in the handbook
A new Board rotation and election policy
Two year maximum term for co-opted Board members
A six year SNZ Strategic plan with a three year review
A new Board work programme
New TOR for the CE Review Committee

Board members were asked to send amendments to the CE as soon as possible and a final version would be circulated for approval an acceptance via email before the next meeting.

7. National Squash Centre

Bruce Davidson, Chair of the National Squash Centre Trust, had been invited to attend the meeting and provide an overview of the of the centre operations. He explained the centre breaks even financially but effectively it is stagnant. The concept was for the centre to be the home of squash for Auckland and the national body. There were insufficient funds to build Stage 2 in 2001 but now might be an appropriate time for the settlors to give consideration to the completion of Stage 2 and signal their desire to the trustees.

When asked if the trust had a business plan Bruce explained that effectively it was a simple year by year operational plan developed by the centre manager. The centre had not been successful in obtaining grant funding over recent years. It was not the intention of the centre to become a club competing with other Auckland clubs.

The “loan” to SNZ was discussed and Bruce explained that the trustees had always treated the loan as a grant not to be repaid. It was agreed that clarification was necessary so the matter could be properly addressed. The CE to review available files and correspondence to verify the conditions of the advance.

With the lease due to expire in 2022 it was agreed that for security of tenure a long term lease was essential not only for the future operations of the centre but also to make any possible Stage 2 development viable. The trustees acknowledge this and have undertaken to review the lease terms with Unitec.

8. Mid-Year Meeting

The adoption of the new hybrid affiliation model will require constitutional changes and it is proposed to hold a Special General Meeting in conjunction with the mid-year presidents meeting. Accordingly a Notice of Motion would need to be circulated to Districts 30 days prior to July 5 stating the business to be dealt with at that meeting.

Other topics for the meeting could include-

- Gathering content from the districts for the SNZ annual plan
- A report card on SNZ – performance to date v strategic plan
- Workshop sessions on Club Development
- Kiwi Squash Stage 2

9. Membership Survey

MT and JO to finalise the details and implement the survey. Districts to be consulted before the survey is conducted.

10. Finance

The financial reports for SNZ and Club Kelburn to 31/3/2014, having been previously circulated, were accepted a true and correct record.

Moved: TJ / TA

Carried

11. 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.

12. General Business

Kiwi Squash Stage 2

Pennie O'Conner presented a revised vision for Stage 2 of Kiwi Squash. The emphasis for the next stage would be on all beginners from 13 years of age onwards including not only secondary schools but also adult beginners in clubs. It was suggested that a new name would better reflect the intent of the next Stage, rather than the use of "Kiwi Squash". It was intended to use much of the Big Nix content and develop a range of programmes to compliment the basic resource material.

SD suggested that the quality of the experience might potentially be at risk if the coaches were not of adequate quality or ability.

WSF AGM 2014

Susie Simcock, past President of World Squash, had been invited to attend the meeting and talk about SNZ's representation at the WSF annual general meetings. Susie provided some background and history on the WSF and its current structure and objectives. In her opinion it was important for NZ to be represented at these meetings not only as a foundation member but to remain in touch with the activities of the world body.

In choosing a candidate the Board should consider the available talent and their ability to make a difference at this level. Gerard DeCourcy had been the SNZ delegate for the last 3 years and the Board discussed his ongoing role and support for him as a WSF VP candidate. TJ to discuss further with Gerard and report back to the Board.

SNZ 75th Anniversary

The Hall of Fame have abandoned the idea of celebrating a 75th anniversary for SNZ. After due consideration and research it was confirmed the Association was formed in 1932 and it was not appropriate to celebrate an event that had actually occurred in 2007. It was noted the Association was incorporated in 1939. SNZ would in future note at each agm the years of association as the correct record of establishment.

13. Motions to Apply for Funding

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

Moved: TJ / TA Carried

14. Next Meeting

Wednesday June 4, 7.30pm. Telephone Conference Call.

15. Meeting Closed 4.55pm

Signed.....Chair, Squash New Zealand

Date.....