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**TASMANIAN SQUASH RACKETS ASSOCIATION INC**  
**Minutes of Committee Meeting held on**  
**7 December 2008 commencing at 1:30pm**  
**at Eastside Squash Centre, Bellerive**

**1. PRESENT**

Chris Doig, Mark de Vries, Michael Brown, Cheryl Unsworth, Melanie Dunn, Max Moorhouse.

**2. APOLOGIES**

Leon Barnett, Julie Smith-Kingston

**3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

It was moved Max Moorhouse, seconded Chris Doig, "that the minutes of the previous meeting held on Sunday 26 October 2008 be confirmed".

All in favour. **CARRIED.**

**4. BUSINESS ARISING FROM THE MINUTES**

- 7.2 – Member Protection Officer - Michael Brown raised the point that Gaye Mitchell had previously been approached about becoming our MPO and she had indicated she would be prepared to do so. No action has been taken since then.
- 7.3 – National Teams Championship 2009 – to be covered in Other Business.

**5. CORRESPONDENCE – INWARDS AND OUTWARDS**

A list of emails and correspondence received was circulated prior to the meeting. It was moved Michael Brown, seconded Max Moorhouse "that the correspondence list be accepted."

All in favour. **CARRIED.**

**6. TREASURER'S REPORT**

A Treasurer's report was submitted to the meeting. It was moved, Melanie Dunn, seconded Max Moorhouse "that the Treasurer's report be accepted".

All in favour. **CARRIED.**

Michael Brown also presented a document showing our cash flow this year. It was moved, Max Moorhouse, seconded Cheryl Unsworth "that the document be accepted".

All in favour. **CARRIED.**

**7. GENERAL BUSINESS**

**7.1 Operational Plan Update**

An updated Operational Plan was circulated to the committee together with a covering report from the Tasmanian Squash Academy. A general discussion followed on the Operational Plan including Affiliation Fees (Parsons outstanding), Risk Management Policy (regulation circulated to committee for comment by email), Affiliation Fee Memorandum of Understanding from Squash

Australia (2009 fees to be determined on current system of payment. First part of year half the fee will be paid and for the second half of the year fees to be determined based on the Matrix player system. Chris Doig to sign off on Memorandum of Understanding and submit it to Squash Australia.) It was moved Mark de Vries, seconded Max Moorhouse “that the updated Operational Plan and covering report be accepted.”

All in favour. **CARRIED.**

## **7.2 Matrix**

The Matrix competition system has been implemented in all Australian states except Tasmania. The report from the Tasmanian Squash Academy contained recommendations as follows:

1. The Matrix system be set up for Squash Tasmania’s use and a set up payment of \$400 to Matthew Driver be approved.
2. The Matrix system be offered to all affiliated clubs for use in 2009.
3. Payment of the Matrix player fee (currently \$1.70) be approved.
4. An amount to be determined and approved by the Committee be allocated for administration and training during the implementation phase of Matrix.

It was moved Max Moorhouse, seconded Michael Brown, “that the report and recommendation on the implementation of Matrix be accepted.”

All in favour. **CARRIED.**

## **7.3 Insurance Report**

Squash Australia and the states have decided to implement a national approach to insurance. Tenders were invited and Marsh Pty. Ltd. has been selected and authorised to act as insurance brokers for Squash Tasmania. Policies will be replaced as they come up for renewal. It was moved, Michael Brown and seconded, Mark de Vries, “that the report from the Tasmanian Squash Academy on a national approach to insurance be received and the contents noted”.

All in favour. **CARRIED.**

## **7.4 Squash Australia Board Meeting**

A report was submitted by the Tasmanian Squash Academy concerning Squash Australia’s board meeting to be held in Hobart on Saturday 31 January 2009. Dinner with the Squash Tasmania Committee will be held on 31 January. Funding was approved previously but the date had altered. It was moved, Cheryl Unsworth and seconded Michael Brown “that the report from the Tasmanian Squash Academy on the Squash Australia Board Meeting be received and that the Squash Tasmania Committee members indicate their availability or otherwise to the Secretary by 16 January 2009.”

All in favour. **CARRIED.**

## **7.5 SportZstats**

SportZstats presented a proposal to the Squash Australia Coaching Conference in November. A report was presented. Information also available on the SportZstats website. This will be discussed further at the next meeting. It was moved, Max Moorhouse and seconded, Michael Brown “that the report from the Tasmanian Squash Academy on the SportZstats proposal be received and that the contents be noted.”

All in favour. **CARRIED.**

## **8. OTHER BUSINESS**

### **8.1 Affiliation Fees 2009**

It was moved, Max Moorhouse and seconded, Melanie Dunn “that in accordance with our Notice of Motion at the AGM on 26 February 2006 affiliation fees be increased by the CPI and rounded up to the nearest dollar.” This would result in fees for 2009 being \$32 for a senior player and \$24 for juniors. This would be circulated to the clubs by the President.

All in favour. **CARRIED.**

## **8.2 National Teams Championship**

A report was submitted by Leon Barnett via email. Details as follows:

- Commencing date has been set for 29 October 2009.
- Awaiting details from Chris Sinclair re number of referees to enable the costing of flights and accommodation.
- Still unsure as to the costing of trophies.
- Believes there will be sufficient funds to cover running costs.
- Pre-tournament budget should be ready for the next Squash Tasmania meeting.
- Selection of players for Tasmanian teams – number of players interested so perhaps pre-selection trials could be organised in both Devonport and Hobart. Good indicator for selectors and also good pre-tournament preparation.

It was moved Michael Brown, seconded Melanie Dunn “that Leon’s report be accepted”.

All in favour. **CARRIED.**

## **8.3 Female Athlete of the Year Award**

It is proposed that Squash Tasmania nominate Gaye Mitchell for this award following her Australian Masters and World Masters title wins. Nominations close by 17 December. It was moved, Michael Brown, seconded Melanie Dunn, “that Squash Tasmania nominate Gaye Mitchell for the Female Athlete of the Year Award.”

All in favour. **CARRIED.**

## **8.4 Affiliation Fees – Parsons**

A short discussion was held regarding the non-payment of affiliation fees. A sub-committee of Chris Doig, Mark de Vries and Michael Brown to review the payment of affiliation fees by Parsons.

## **9. CLOSE OF MEETING**

The meeting closed 2:30pm. The next meeting will be held on Sunday 18 January 2009 at 1:30pm at Eastside. The AGM will be held in February on a date to be determined.

**Cheryl Unsworth**  
**Secretary**  
[unswdc@bigpond.net.au](mailto:unswdc@bigpond.net.au)

**TO BE CONFIRMED**  
**18/1/2009**

**Bank Reconciliation Report****Tasmania Squash Assoc**

6-Dec-2008

From : 11-Oct-2008 To : 6-Dec-2008

| <b>Date</b> | <b>Description</b>   | <b>Debit</b>    | <b>Credit</b> | <b>Balance</b>  |
|-------------|--|-----------------|---------------|-----------------|
| 11-Oct-2008 | Opening Balance  |                 |               | 10,483.98       |
|             | <i><u>Credits to Account</u></i>                             |                 |               |                 |
| 3-Nov-2008  | Interest stm 90  |                 | 4.15          |                 |
| 10-Nov-2008 | Nat teams travel grant 2008                                  |                 | 1,160.50      |                 |
| 10-Nov-2008 | Kingston registration 2008                                   |                 | 88.00         |                 |
| 1-Dec-2008  | Interest stm 91  |                 | 2.16          |                 |
| 3-Dec-2008  | Kingborough registration 2008                                |                 | <u>40.00</u>  |                 |
|             | <i>Total</i>   |                 | 1,294.81      | 11,778.79       |
|             | <i><u>Debits to Account</u></i>                              |                 |               |                 |
| 15-Oct-2008 | 993498, GST Jul Aug Sep 08                                   | 695.00          |               |                 |
| 31-Oct-2008 | 993494, SAE0G 2008 Meeting                                   | 814.65          |               |                 |
| 31-Oct-2008 | 993495, Squash Aust reg October 08                           | 644.87          |               |                 |
| 31-Oct-2008 | 993497, Squash Aust reg August 08                            | 644.87          |               |                 |
| 3-Nov-2008  | Bank fee stm 90  | 9.80            |               |                 |
| 10-Nov-2008 | 993503, 2008 Development programs SRT                        | 2,695.00        |               |                 |
| 17-Nov-2008 | 993500, Aus teams G Mitchell 2008                            | 263.75          |               |                 |
| 18-Nov-2008 | 993499, Travel C Doig, Oct meeting                           | 40.00           |               |                 |
| 19-Nov-2008 | 993502, Aus teams M DeVries 2008                             | 263.75          |               |                 |
| 21-Nov-2008 | 993504, Travel C Unsworth, Oct meeting                       | 40.00           |               |                 |
| 24-Nov-2008 | 993501, Aus teams M Brown 2008                               | 263.75          |               |                 |
| 1-Dec-2008  | Bank fee stm 91  | <u>11.30</u>    |               |                 |
|             | <i>Total</i>   | <u>6,386.74</u> |               | <u>5,392.05</u> |
|             | <i><u>All Unpresented Cheques</u></i>                        |                 |               |                 |
| 23-Nov-2008 | 993505; Aus teams M Marshall 2008                            | <u>263.75</u>   |               |                 |
|             | <i>Total</i>   | <u>263.75</u>   |               | <u>5,128.30</u> |
|             | <i><u>Unbanked Receipts</u></i>                              |                 |               |                 |
| 5-Dec-2008  | Eastside registrations                                       |                 | 452.00        |                 |
| 5-Dec-2008  | Parsons junior registrations                                 |                 | <u>44.00</u>  |                 |
|             | <i>Total</i>   |                 | <u>496.00</u> | <u>5,624.30</u> |
|             | <i><u>Outstanding Supplier Invoices - None</u></i>           |                 |               |                 |
|             | <i>Total</i>   | <u>0.00</u>     |               | <u>5,624.30</u> |
|             | <i><u>All Outstanding Sales Invoices</u></i>                 |                 |               |                 |
| 11-Nov-2008 | 167; Smithton; Smithton registration 2008                    | 490.00          |               |                 |
| 6-Dec-2008  | 168; Penguin; Penguin registration 2008 addn                 | 208.00          |               |                 |
| 6-Dec-2008  | 169; Wynyard Squash Raquets Assoc; Wynyard registration 2008 | <u>480.00</u>   |               |                 |
|             | <i>Total</i>   | <u>1,178.00</u> |               | <u>6,802.30</u> |

**Report to Squash Tasmania Committee  
From the Manager, Tasmanian Squash Academy  
Subject: December 2008 Operational Plan Update**

**Background**

At each Squash Tasmania committee meeting I prepare an update of the Operational Plan.

**Discussion**

The December Update of the Operational Plan has been forwarded by email to all committee members. The changes since the October Update are “tracked” and shown in red.

**Recommendation**

That the Report from the Tasmanian Squash Academy on the December 2008 Operational Plan Update be received and that the committee notes the contents.

**Chris Doig**

**Manager, Tasmanian Squash Academy**

**5<sup>th</sup> December 2008**

**Report to Squash Tasmania Committee  
From the Manager, Tasmanian Squash Academy  
Subject: Squash Australia Board Meeting**

**Background**

Squash Australia has adopted a policy of holding board meetings in different states as a means of meeting with state boards and committees.

**Discussion**

Squash Australia will be holding their next board meeting in Hobart on Saturday 31<sup>st</sup> January 2009. The board will be arriving on the Friday and leaving on the Sunday. They would like to go out to dinner with the Squash Tasmania committee on the Saturday night. We have previously allocated funding for our Committee to attend a dinner meeting with the Squash Australia board.

**Recommendation**

That the Report from the Tasmanian Squash Academy on the Squash Australia Board Meeting be received and that Squash Tasmania committee members indicate their availability or otherwise to the Secretary by 16<sup>th</sup> January 2009.

**Chris Doig**

**Manager, Tasmanian Squash Academy**

**5<sup>th</sup> December 2008**

**Report to Squash Tasmania Committee  
From the Manager, Tasmanian Squash Academy  
Subject: SportZstats Proposal**

**Background**

SpotZstats presented a proposal to the Squash Australia Coaching Conference in November.

**Discussion**

A report will be circulated at the meeting. For those not attending information can be obtained from the SportZstats web site.

**Recommendation**

That the Report from the Tasmanian Squash Academy on the SportZstats Proposal be received and that the contents be noted.

**Chris Doig**

**Manager, Tasmanian Squash Academy**

**5<sup>th</sup> December 2008**

**Report to Squash Tasmania Committee  
From the Manager, Tasmanian Squash Academy  
Subject: National Approach to Insurance**

**Background**

At recent Squash Australia Chief Executive Group meetings over the last two years there has been discussion about tidying up our approach to insurance for the various squash activities in Australia (e.g. player insurance, professional indemnity and public liability at Squash Australia, state associations, clubs, coaches and centres etc). As a result the states have decided to implement a national approach to insurance.

**Discussion**

Squash Australia recently invited tenders for an insurance broker to source insurance for all squash activities throughout Australia. The insurance will not overlap from one activity to another and should result in savings in insurance premiums for all. Marsh Pty Ltd has been selected and has been authorized to act as insurance brokers for Squash Tasmania.

**Recommendation**

That the Report from the Tasmanian Squash Academy on a National Approach to Insurance be received and the contents are noted.

**Chris Doig  
Manager, Tasmanian Squash Academy**

**5<sup>th</sup> December 2008**

**Report to Squash Tasmania Committee  
From the Manager, Tasmanian Squash Academy  
Subject: Matrix Competition System**

**Background**

The Matrix competition system has been implemented in all Australian states except Tasmania. It is a web based system for managing competition rosters including the recording of player and team results. Each player registered on the system is given a Matrix Number which is adjusted after each match. All results are accessible through the web site.

The Matrix also has a predictive mechanism that allows players to see what effect match results against selected players would have on their Matrix Number.

**Discussion**

The Matrix is owned jointly by ACT Squash and Matthew Driver. I met with Matthew Driver on the 12<sup>th</sup> November to discuss the possibility of Tasmania using the Matrix System.

The main discussion points are summarized below:

- The set up cost for the whole state is \$400.
- The ongoing cost is currently \$1.70 per player per year.
- The system is able to cope with a number of competition formats but would need to be modified to include competition formats running in Tasmania that are different from those already provided by the Matrix. Setting up the extra competition formats is covered by the set up cost.
- The system can cope with doubles. Each pair has to be entered as a unique "person". This method is being used in the ACT.

- Team captains are able to enter their results for their matches from any computer connected to the internet. This method is used in all ACT pennant competitions. Alternatively the competition administrator can enter all the results.
- The competition system is based on round robin format competitions.
- The Matrix cannot handle Swiss or Triple Plate tournaments. However, the individual results from these tournaments can be entered into the Matrix.
- The Matrix competition system would be made available to all affiliated clubs for their local pennant competitions. Each pennant administrator would be trained by a Squash Tasmania appointed person who would be in overall control of the Matrix in Tasmania.
- Squash Tasmania would pay the \$1.70 per player to the Matrix out of affiliation fees received from the players via the affiliated club. Based on 500 players this would be \$850.
- Squash Australia has modified the state affiliation fee collection system for 2009. The States will be invoiced for half the affiliation fee based on the system used in 2008. In the second half of the year Squash Australia will invoice the states on a per player basis based on the number of players registered on the Matrix. This information will be available to Squash Tasmania as Matrix administrator and forwarded to Squash Australia.

### **Recommendation**

That the Report from the Tasmanian Squash Academy on the Matrix Competition System be accepted and that:

1. The Matrix system be set up for Squash Tasmania's use and a set up payment of \$400 to Matthew Driver be approved.
2. The matrix system be offered to all affiliated clubs for use in 2009.
3. Payment of the Matrix player fee (Currently \$1.70) be approved.
4. An amount to be determined and approved by the committee be allocated for administration and training during the implementation phase of the Matrix.

**Chris Doig**  
**Manager, Tasmanian Squash Academy**

**4<sup>th</sup> December 2008**