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TASMANIAN SQUASH RACKETS ASSOCIATION INC

**Minutes of Committee Meeting held on
Saturday 12 December 2009, 2:30pm
at Kingborough Squash Centre**

1. PRESENT

Chris Doig, Michael Brown, Leon Barnett, Melanie Dunn, Max Moorhouse, Cheryl Unsworth.

2. APOLOGIES

Mark de Vries, Julie Smith-Kingston.

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

It was moved Leon Barnett, seconded Cheryl Unsworth, "that the minutes of the previous meeting held on 7 November 2009 be confirmed".

All in favour. **CARRIED.**

4. BUSINESS ARISING FROM THE MINUTES

- **History of Squash** – Julie Smith-Kingston still to forward details of Devonport Honour Board. Leon Barnett undertook to do this.

5. CORRESPONDENCE – INWARDS AND OUTWARDS

A list of emails and correspondence received was circulated prior to the meeting. It was moved Leon Barnett, seconded Melanie Dunn "that the correspondence list be received."

All in favour. **CARRIED.**

6. TREASURER'S REPORT

Michael Brown presented the Treasurer's report. It was moved Leon Barnett, seconded Max Moorhouse "that the Treasurer's Report be received".

All in favour. **CARRIED.**

Discussion followed presentation of the report. Leon Barnett queried whether Squash Tasmania pay the Tasmanian Squash Academy. The Treasurer replied that the grant money applied to figures in the Operational Plan and the budget for the year which all corresponds. Chris explained that the Operational Plan had a funding allocation with items costed. Where Squash Tasmania does not have funding, the Tasmanian Squash Academy sponsored items. This increases income and expenditure and helps with grant applications. The Treasurer advised that Squash Tasmania had budgeted for a small loss (approx \$2,000) and that is the situation at the moment. We are under budget for affiliation fees. Leon Barnett said a letter should be sent to Ulverstone regarding their unfinancial status; however, payment of affiliation fees for Ulverstone is in hand.

7. GENERAL BUSINESS

7.1 Affiliation Fees for 2010

A discussion was held relating to an increase in affiliation fees for 2010. Leon Barnett indicated he was against any increase in junior affiliation fees. It was moved Cheryl Unsworth, seconded Michael

Brown “that the affiliation fee for senior players be increased to \$35 for 2010 and that the junior affiliation fee remain at \$24”. Clubs are to be informed of the intention to increase and a notice of motion put to the AGM in February.

All in favour. **CARRIED.**

7.2 Calendar for 2010

A calendar of events for 2010 had been circulated to coaches and committee for comment. It was moved Cheryl Unsworth, seconded Michael Brown “that the report from the Tasmanian Squash Academy on the 2010 Calendar of Events be received and that the calendar be circulated for comment to clubs and centres after feedback has been received from coaching contacts and the Squash Tasmania committee.”

All in favour. **CARRIED.**

A lengthy discussion followed the tabling of the calendar and the recommendation from the TSA that a set of requirements for Squash Tasmania endorsement of squash events be developed. Melanie Dunn detailed some changes to be made to tournament dates. Comments made from committee members as follows:

Max Moorhouse – if tournaments are sanctioned then there are expectations that they be run well and professionally. Rankings and seedings by Squash Tasmania should be spot on. Proper referees and markers should be provided. (Providing referees and markers is expensive and Squash Tasmania does not have sufficient funding for this.)

Michael Brown – all tournaments on the calendar are seen as endorsed by Squash Tasmania and results should be on the matrix.

Chris Doig – condition of entry to tournaments that players be required to be affiliated. Junior rankings would be based on Squash Tasmania endorsed tournaments.

Leon Barnett – pointed out that it is wrong to say that he doesn't want to register players. He encourages affiliation where possible. Leon does not wish to turn away players from tournaments if they are not registered.

It was agreed by the committee that a report be prepared on the subject of endorsement of tournaments by Squash Tasmania.

7.3 AJC Report

A report was presented on the 2009 Australian Junior Age Championships in Sydney. It was moved Leon Barnett, seconded Melanie Dunn “that the report from the Manager, Tasmania Squash Academy on the 2009 Australian Junior Championships be received and that Squash Tasmania reimburses the Tasmanian Squash Academy \$1650 (as budgeted for) towards the costs incurred by the Academy for the attendance of State Coaches, Chris Doig and Julie Lindsay, in accordance with the approved budget allocation.”

All in favour. **CARRIED.**

Leon Barnett asked how the budget allocation for this event was calculated. The President explained that the budget was determined with no real certainty of the number of juniors attending or coach/manager required. The Treasurer said there is not sufficient funding to cover the total cost of a coach and/or manager attending, with the Tasmanian Squash Academy meeting the deficit. It was agreed by the committee that if there were male and female juniors attending then a male and female adult were required. Hopefully there will be a larger amount allocated next year when the AJC are to be held in Alice Springs. Leon Barnett and Max Moorhouse both commented that if state coaches go away then their costs should be fully met and that if other club coaches attend, then the clubs should support their own.

It was moved, Leon Barnett, seconded Max Moorhouse “that Chris Doig and Julie Lindsay be reimbursed \$200 each for expenses incurred when attending the AJC.”

All in favour. **CARRIED.**

7.4 Development & Participation Program Report

7.5 Grant Delivery Report

These items are one and the same. It was moved Melanie Dunn, seconded Leon Barnett, “that the report from the Tasmanian Squash Academy on 2009 Development and Participation Programs be received.”

All in favour. **CARRIED.**

7.6 SAEOG Meeting Report

Discussion was held on the report presented by the President. Max Moorhouse indicated that if the President attended the meeting on behalf of the state body, then monies should be reimbursed. It was moved Max Moorhouse, seconded Leon Barnett “that the report from the President on SAEOG Meeting expenses be received and that:

1. The President of Squash Tasmania be reimbursed out of pocket expenses of \$532.50 to attend the SAEOG meeting in Sydney on 30 and 31 November 2009,
2. The Treasurer be authorised to pay the invoice from Squash Australia for the President’s costs at the dinner on Sunday 30 November 2009.”

All in favour. **CARRIED.**

7.7 PSA/WISPA Tournament

Discussion deferred.

8. OTHER BUSINESS

8.1 Squash Australia Website

It was moved Leon Barnett, seconded Max Moorhouse “that the report on the Squash Australia Website be received and open for discussion.”

Squash Australia is establishing a new website and training will be provided in Sydney. Squash Tasmania will be required to pay for air fares and accommodation for the person attending. It was moved Michael Brown, seconded Melanie Dunn “that a budget allocation be made in 2010 for travel and accommodation for a Squash Tasmania officer to attending training on the new Squash Australia website in Sydney subject to determining the worth of attending, eg is a manual available.”

All in favour. **CARRIED.**

Michael Brown will investigate the provision of an email account as email will not be included on the new Squash Australia website .

8.2 Insurance Update

It was moved Leon Barnett, seconded Melanie Dunn “that the report from the Tasmanian Squash Academy on insurance be received.”

All in favour. **CARRIED.**

8.3 Affiliation Developments

Report presented. Discussion followed. Max Moorhouse asked what the banded system was and this was explained by the President. From the numbers listed Max Moorhouse said that as we have a higher percentage of membership, Tasmania should have more say. The President said a motion will be put to the next annual general meeting of Squash Australia for an increase in Tasmania’s voting power. The banded system means an extra \$500 payment by Squash Tasmania. We need to maintain current costings. Squash Australia is working towards an individual registration system in 2011.

It was moved Leon Barnett, seconded Max Moorhouse, “that the report from the President of Squash Tasmania on affiliation developments be received and that:

1. Squash Tasmania agrees to the banded system of affiliation fee payment resulting in an annual increase of around \$546.
2. Squash Tasmania committee acknowledges that Squash Australia is moving towards an individual affiliation system and agrees in principle with the proposal.”

All in favour. **CARRIED.**

8.4 National Team Championship Subsidy

The Treasurer advised that Squash Australia has forwarded the National Team Championship subsidy. An amount of \$792 (including GST) was received. This covered the entry fees for the home state and also additional money provided following representation to Gary O’Donnell from Leon Barnett concerning the low entry numbers. Discussion followed. It was moved Michael Brown, seconded Melanie Dunn “that an amount of \$360 be forwarded to the Devonport Squash Club being half of the amount received (\$792) less GST.”

All in favour. **CARRIED.**

9. CLOSE OF MEETING

The meeting closed at 4:25pm. The next meeting is to be held on Sunday 17 January 2009 at Eastside (time to be advised).

Cheryl Unsworth
Secretary
unswdc@bigpond.net.au

TO BE CONFIRMED
January 2010

Bank Reconciliation Report**Tasmania Squash Assoc**

10-Dec-2009

From : 6-Nov-2009 To : 9-Dec-2009 Account

Date	Description	Debit	Credit	Balance
6-Nov-2009	Opening Balance			17,156.31
	<i>Credits to Account</i>			
18-Nov-2009	Wynyard registration 2009		1,416.00	
1-Dec-2009	Interest Dec 09		5.70	
4-Dec-2009	Nat teams travel grant 2009		792.00	
9-Dec-2009	Sponsorship TSA 2009		<u>10,000.00</u>	
	<i>Total</i>		12,213.70	29,370.01
	<i>Debits to Account</i>			
24-Nov-2009	993538, Contract services 2009	7,500.00		
1-Dec-2009	Bank fee Dec 09	8.55		
8-Dec-2009	993539, Contract services 2009	<u>750.00</u>		
	<i>Total</i>	<u>8,258.55</u>		<u>21,111.46</u>
	<i>All Unpresented Cheques</i>			
13-Jun-2009	993522; Burnie Rego 2009 Refund	<u>192.00</u>		
	<i>Total</i>	<u>192.00</u>		<u>20,919.46</u>
	<i>All Outstanding Supplier Invoices</i>			
8-Dec-2009	3413; Tas Squash Academy; Development Program 2009, organisation + delivery	36,740.00		
4-Dec-2009	3412; Tas Squash Academy; Aust junior champs 2009	<u>1,650.00</u>		
	<i>Total</i>	<u>38,390.00</u>		<u>-17,470.54</u>
	<i>All Outstanding Sales Invoices</i>			
9-Dec-2009	183; Tas Squash Academy; Sponsorship 2009 (Total: 36,740.00 Paid: 10,000.00)	26,740.00		
10-Dec-2009	184; Kingborough; Kingborough registration 2009/2010	<u>200.00</u>		
	<i>Total</i>	<u>26,940.00</u>		<u>9,469.46</u>

Report to Squash Tasmania Committee**From: Tasmanian Squash Academy****Subject: 2010 Events Calendar****Background**

A draft calendar of events for 2010 has been circulated for comment by coaching contacts and the Squash Tasmania Committee. The calendar is formatted as an annual planner.

Discussion

It is proposed that the draft calendar be circulated more widely after feedback has been received from coaching contacts and the Squash Tasmania Committee.

The Tasmanian Squash Calendar will be extracted from this document and posted on the Squash Tasmania Web-Site.

All events on the Squash Tasmania Calendar will be endorsed by Squash Tasmania and, therefore must comply with certain conditions such as participants being affiliated and insured through Squash Tasmania, compliance with Squash Tasmania policies, etc.

Recommendation

That the Report from the Tasmanian Squash Academy on the 2010 Calendar of Events be received and that:

1. The calendar be circulated for comment to clubs and centres after feedback has been received from coaching contacts and the Squash Tasmania Committee.
2. A set of requirements for Squash Tasmania endorsement of squash events be developed and a recommendation be made to the Squash Tasmania Committee.

Chris Doig

Manager, Tasmanian Squash Academy

6th December, 2009

Report to Squash Tasmania Committee

From: Manager, Tasmanian Squash Academy

Subject: 2009 Australian Junior Age Championships, Sydney

Background

The Australian Junior Teams Championships are held annually and hosted by each state and territory on a rotational basis.

Discussion

This year the Australian Junior Age Championship was hosted by NSW Squash at Thornleigh Squash Centre, 25th September to 4th October.

Tasmania was able to field boys' teams in all age groups and a girl's team in the 15 Year Age Group. The results are available on the web.

Squash Tasmania has a budget allocation of \$1,650 for the event. The actual cost of attendance of the State Coaches, Chris Doig and Julie Lindsay was \$3,926. The balance of the costs was paid by the Tasmanian Squash Academy. An income and expenditure summary is attached.

In addition to the attendance of Chris and Julie as State Coaches, Steve Lee from Wynyard, Greg Ward from Smithton and Andrew Strugnell from Parsons also attended with players from their respective clubs. Their attendance was a great help to both Julie and I and the players.

Attendance by club coaches in the future should be encouraged.

Their costs were similar to the costs for Chris and Julie. An additional contribution from Squash Tasmania towards their costs will be recommended.

Recommendation

That the Report from the Manager, Tasmanian Squash Academy on the 2009 Australian Junior Age Championships be received and that:

1. Squash Tasmania reimburses the Tasmanian Squash Academy \$1,650 towards the costs incurred by the Academy for the attendance of State Coaches, Chris Doig and Julie Lindsay in accordance with the approved budget allocation.
2. Squash Tasmania makes an additional contribution of \$200 to Chris Doig, Julie Lindsay, Greg Ward, Steve Lee and Andrew Strugnell as an appreciation for their role in supervising the players from their club attending the championships.

Chris Doig

Manager, Tasmanian Squash Academy

19th November 2009

Australian Junior Squash Championships Coach/Manager Expenses

Description	Unit	Rate	Amount
Income			
Squash Tasmania Contibution		Item	1,650.00
Tasmanian Squash Academy Contibution		Item	1,176.00
Payment by			
Chris Doig		Item	550.00
Julie Lindsay		Item	550.00
			<hr/>
			\$
			<u>3,926.00</u>
Expenditure			
Air fares			
Chris Doig		Item	234.00
Julie Lindsay		Item	234.00
Accommodation			
Chris Doig		Item	1,150.00
Julie Lindsay		Item	805.00
Transport			
Shuttle Bus for Chris & Julie		Item	60.00
Taxi Fares		Item	145.00
Train Fares		Item	30.00
Badges			
Badges for other state team members		Item	168.00
Meals			
Chris Doig	11 Days	\$50/day	550.00
Julie Lindsay	11 Days	\$50/day	550.00
			<hr/>
			\$
			<u>3,926.00</u>

Report to Squash Tasmania Committee
From: President
Subject: SAEOG Meeting Attendance

Background

As President of Squash Tasmania I have been representing Squash Tasmania at the Squash Australia Executive Officers Group (SAEOG). These meetings are attended by State Squash Association Executive Officers, Squash Australia President and Chief Executive Officer. Squash Tasmania does not have any paid staff and therefore I have volunteered to represent Tasmania at these meetings. I have attended a number of meetings since July 2007.

Discussion

I attended the last SAEOG meeting in Sydney on Sunday 30th November and Monday 31st November and incurred expenses for accommodation and air fares.

The total cost for air fares and accommodation was \$532.50. I also attended a restaurant with the other group members on the Sunday night. Squash Australia will bill Squash Tasmania for my share of the dinner cost.

While attendance at such meetings is listed in the 2009 Operational Plan, no specific budget allocation has been approved.

Recommendation

That the Report from the President on SAEOG Meeting Expenses be received and that:

1. The President of Squash Tasmania be reimbursed out of pocket expenses of \$532.50 to attend the SAEOG Meeting in Sydney on 30th and 31st November, 2009.
2. The Treasurer be authorized to pay the invoice from Squash Australia for the Presidents costs at the dinner on Sunday 30th November, 2009.

Chris Doig
President, Squash Tasmania
6th December, 2009

Report to Squash Tasmania Committee
From: Tasmanian Squash Academy
Subject: 2009 Development and Participation Programs

Background

The Tasmanian Squash Academy was engaged by Squash Tasmania to deliver the Participation and Development Programs identified in the 2009 Operational Plan.

Discussion

The Development and Participation delivery for 2009 has been completed.
A summary of the outcomes is attached.

Recommendation

That the Report from the Tasmanian Squash Academy on 2009 Development and Participation Programs be received.

Chris Doig
Manager, Tasmanian Squash Academy
6th December 2009

Report to Squash Tasmania Committee

From: President

Subject: Insurance Update

Background

Squash Australia has been working on national insurance policies since 2007. We now have in place a national player insurance policy which has resulted in reduced premiums.

The player insurance policy includes professional indemnity, public liability and accident insurance.

Squash Tasmania also has public liability and professional indemnity insurance as part of the national scheme.

Details can be obtained through the link to Marsh on the Squash Tasmania Web-Site.

Discussion

Squash Australia is working towards extending the national insurance scheme to include directors and officers insurance. Each incorporated club that is a member of Squash Tasmania will be able to be covered by Squash Tasmania's policy at no extra cost.

Recommendation

That the Report from the Tasmanian Squash Academy on Insurance be received.

Chris Doig

Manager, Tasmania Squash Academy

6th December, 2009

Report to Squash Tasmania Committee

From: President

Subject: Affiliation Developments

Background

As instructed by the Squash Australia members at the 2008 & 2009 AGM the Squash Australia Executive Officers Group (SAEOG) has been working towards a new more equitable affiliation system.

It has been agreed by SAEOG and the Squash Australia Board that we will move towards an individual affiliation system. The Board has also decided to seek a new provider for the player rating system. The individual affiliation system and player rating system will be integrated into a single web site. Squash Australia has signed a heads of agreement with Simbient to produce a national registration and player rating system. Squash Australia had hoped to implement the system in 2010 but it is now clear that the system will not be ready for implementation until 2011 or later.

Please refer to update from the Squash Australia Board dated 25th October 2009. This has been distributed previously to committee members.

The table below summarises the 2008 situation.

Member	Population	Registered Players	% of State Population	Affiliation	Cost per Player (excluding Insurance)
Australian Capital Territory	342,700	600	0.175	\$1,691	\$2.82
New South Wales	6,947,000	2,600	0.037	\$34,278	\$13.18

Northern Territory	218,000	225	0.103	\$1,078	\$4.23
Queensland	4,253,200	3,250	0.076	\$20,986	\$6.46
South Australia	1,599,00	1,044	0.065	\$7,885	\$7.55
Tasmania	497,300	500	0.101	\$2,454	\$4.91
Victoria	5,274,400	2,400	0.046	\$26,025	\$10.84
Western Australia	2,149,100	2,100	0.097	\$10,604	\$5.05
		12,719		\$105,000	

Following discussions at the June SAEOG meeting, which I was unable to attend, Squash Australia has agreed to an interim banded affiliation that will remain in place until the new individual registration system is adopted.

The banded system is shown in the table below.

Member	Band	Band Amount	Share of 2009 Affiliation	Change
Australian Capital Territory	1	\$3,000	\$1,691	Increase \$1,309
New South Wales	4	\$26,000	\$34,278	Decrease \$8,278
Northern Territory	1	\$3,000	\$1,078	Increase \$1,922
Queensland	3	\$22,000	\$20,986	Increase \$1,014
South Australia	2	\$11,000	\$7,885	Increase \$3,115
Tasmania	1	\$3,000	\$2,454	Increase \$546
Victoria	3	\$26,000	\$26,025	Decrease \$25
Western Australia	2	\$11,000	\$10,604	Increase \$396
			\$105,000	

Discussion

Although Tasmania was not consulted about this new banded system, I believe it reasonable for Tasmania to accept it.

It should also be noted that the individual registration when implemented will result in additional cost to Tasmanian Players.

The current affiliation of \$34.00 (for adults) is made up of the following components.

Squash Australia Affiliation	\$4.86
Player Insurance	\$6.42
Squash Tasmania Administration	\$23.72

We currently pay \$1.70 per player for the use of the MATRIX.

The proposal described in the 25 October 2009 Update on Current IT Matters shows the proposed pricing structure.

If we maintain 500 members (I expect we will increase the number of members) we will still need to charge a minimum of \$24 per player for Squash Tasmania administration costs. This means individual affiliation could be as high as \$49 plus club membership.

It is hoped that the new individual registration will provide an opportunity for Squash Australia to return excess funds to states, although no indication of the amount has been given.

Recommendation

That the Report from the President of Squash Tasmania on Affiliation Developments be received and that:

1. Squash Tasmania agrees to the banded system of affiliation fee payment resulting in an annual increase of around \$546.
2. Squash Tasmania Committee acknowledges that Squash Australia is moving towards an individual affiliation system and agrees in principle with the proposal.

Chris Doig

President

6th December 2009

Report to Squash Tasmania Committee

From: President

Subject: New Squash Australia Web Site

Background

Squash Australia has been developing a new web site. Committee members should refer to the Squash Australia Board's 25th October 2009 Update on Current IT Matters.

Discussion

Squash Tasmania can change over to the new web-site in early 2010. Training will be provided by Squash Australia in Sydney. Squash Tasmania will be required to pay for air fares and accommodation for the person attending.

E-mail is not included with the new web-site. Therefore, Squash Tasmania will need to investigate the options for either maintaining the existing address or setting up a new account.

There will be no hosting cost for the states using the new web-site.

Recommendation

That the Report from the Squash Tasmania President on the New Squash Australia Web-Site be received and that:

1. A budget allocation be made in 2010 for travel and accommodation for a Squash Tasmania officer to attend training on the new Squash Australia web-site in Sydney.
2. A further report be prepared on Squash Tasmania's future e-mail options.

Chris Doig

President

6th December 2009
