



www.squashtas.asn.au

TASMANIAN SQUASH RACKETS ASSOCIATION INC

**Minutes of Committee Meeting held on
Saturday 9 July 2011 Time: 9:00am
Meeting held at Eastside Squash Centre**

1. PRESENT

Chris Doig, Michael Brown, Cheryl Unsworth, Julie Smith-Kingston (in person); Mark Noonan (by phone); Greg Ward, Leon Barnett (via skype) and guest, Ralph Tapping.

2. APOLOGIES

Kent Harbutt.

The meeting opened with a discussion with Ralph Tapping and the Committee regarding the Ian Hocking Medal. A report on this is contained in item 7.1 of the agenda.

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

It was moved Michael Brown, seconded Greg Ward "that the minutes of the previous meeting held on Saturday 7 May 2011 be confirmed".

All in favour. **CARRIED.**

4. BUSINESS ARISING FROM THE MINUTES

7.3 Strategic Plan Report – Chris Doig pointed out the recommendations were not accepted as the item was deferred. All happy with this amendment. However the second paragraph of that item clearly states that the recommendation was to change and that the report be deferred.

7.4 High Performance Proposal – a change of name to the Performance Pathway; the coaching conference was held and was very successful. Melanie Dunn, together with Max Moorhouse, did a fantastic job with their organisation of the conference.

7.6 Devonport Squash Courts – Cheryl wrote to the council concerning the future of the courts. A reply was received from the Council and circulated to the committee. Julie Smith-Kingston advised (when asked by Greg Ward) that Mathew Cock was involved in discussions with the Council and Chris Doig said Squash Tasmania should also be involved in view of its Strategic Plan goals.

5. CORRESPONDENCE – INWARDS AND OUTWARDS

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

All in favour. **CARRIED.**

6. TREASURER'S REPORT

The Treasurer's report was circulated prior to the meeting. It was moved Cheryl Unsworth seconded Julie Smith-Kingston, "that the Treasurer's Report be received".

All in favour. **CARRIED.**

A short discussion followed. An invoice to Devonport for affiliation was not included in the report. Michael Brown queried what to do with the small profit made from the Coaching Conference and

it was agreed that the amount should be held over for future conferences. Greg Ward raised overpayment by Shane Nicholls. Michael Brown to follow up on this.

7. GENERAL BUSINESS

Reports on items of general business had been prepared and circulated to the committee members prior to the meeting for their perusal.

7.1 Report – High Performance Proposal

Guest – Ralph Tapping. Chris Doig had circulated criteria. Mark Noonan had made suggestions by email; however, Chris Doig pointed out that it was not up to the Squash Tasmania Committee but to the Hocking Medal Steering Committee to determine the criteria. Ralph Tapping said the original intent was to acknowledge the best players in Tasmania who otherwise might not be recognized because of the presence of interstate players in tournaments. It is proposed to award up to 4 medals per year. There was discussion about future actions such as having an awards night as is done by other sports and also broadening criteria to include, say, Coach of the Year, Volunteer of the Year. Mark Noonan to put some suggestions together for the next meeting. Ralph Tapping said the most outstanding player may not necessarily be the 'best'. After a brief discussion Chris Doig nominated Paul Brewtnall and Gaye Mitchell to receive senior awards. Leon Barnett nominated Jack Strugnell and Mark Noonan nominated Amy Littler to receive the junior awards. It was decided the awards would cover the period 2010/11. The Hocking Medal will be presented after the final of the Eastside Open on Sunday 17 July and prior to the final of the Tasmanian Open (at approximately 12:30pm). Ralph to provide a document to be placed on the website for promotion. The committee agreed that the nominated players would receive the medals.

All in favour. **CARRIED.**

7.2 Report – Performance Pathway Squash Selection Report

It was moved Greg Ward and seconded Cheryl Unsworth "that Mark Noonan's report be received and discussed." Mark discussed his report and Chris Doig said there would need to be some changes to the Performance Pathway document to incorporate recommendations as follows:

- The selection panel assumes control of all junior player rankings.
- The selection panel investigates other grading systems to assist with selection. (No one grading system is perfect; however using more than one has its benefits.)
- Allow expansion of the squad, but be clear that not everyone gains an automatic invite to the AJCs.
- Selection panel to review how performance at next selection criteria event can be taken into account.
- Listen to players, coaches and parents.

All in favour. **CARRIED.**

7.3 Report – Player Clearances

It was moved Michael Brown and seconded Leon Barnett "that Greg Ward's report be received and discussed." From time to time un-financial squash players leave one squash club and join another, without finalizing outstanding debts at the former club. Greg Ward suggested a clearance process to counteract this. Michael Brown discussed providing read-only access to the Squash Tasmania database; however this would only show player affiliation history with Squash Tasmania and not outstanding fees with an individual club. It is a club responsibility to collect outstanding fees. To formalize the clearance process it was decided a form could be placed on the website for clubs to use. Greg Ward to draft a form for presentation at the next meeting.

All in favour. **CARRIED.**

7.4 Report – Local Sporting Champions Program

It was moved Cheryl Unsworth, seconded Mark Noonan "that Greg Ward's report be received and discussed." There was some discussion concerning the meaning of 'team' in relation to the

grant applications. It was decided that individuals should be advised to apply for the grant and this has been done by Melanie Dunn. Greg Ward's recommendations were as follows:

1. The AJC 2011 Team Manager recommends all attendees who have expressed intent to attend the AJCs be advised that they apply individually for the Local Sporting Champions grant.
2. Squash Tasmania recommend to the Performance Pathway Panel that this become part of the Team Manager's responsibility for future years (covering all national tournaments, including both the AJC and NJS).

All in favour. **CARRIED.**

7.5 Squash Australia Committee Sub-structures

Chris Doig had emailed a report from Squash Australia regarding committee sub-structures. It was moved Chris Doig, seconded Leon Barnett, "that Chris Doig advise Squash Australia that Squash Tasmania agrees to comply with Squash Australia committee sub-structure terminology and amend our regulations accordingly."

All in favour. **CARRIED.**

7.6 Report - Payment Process – AJC Trips

Following discussion, it was moved Michael Brown, seconded Greg Ward that the following recommendations be accepted:

1. The Squash Tasmania bank account is used as a trust account to fund up-front costs for Australian Junior Championships trips.
2. Clear communications are provided to participants on the financial breakdown and payment process of the trip. Where Squash Tasmania makes any payment on a participant's behalf the participant must repay. This is despite non-attendance and includes optionals like dinners. Squash Tasmania always advises travel insurance.
3. The team manager is responsible for communications and controlling collection of monies.
4. Participants pay a minimum \$100 deposit as soon as they indicate their participation.
5. Participant balances be fully paid before the trip commences.
6. Payments can be made directly into the Squash Tasmania bank account and include AJC in the payment description.
7. Any participant that does not pay their balance will have their Squash Tasmania affiliation withdrawn until payment is made.
8. Any outstanding balances may be placed in the hands of a collection agency.

All in favour. **CARRIED.**

7.7 Report – National Team Selection

It was moved Michael Brown, seconded Mark Noonan that "the report on the selection policy for National Teams Championships be received and recommendations accepted." This policy was first used in May 2010. Greg Ward and Chris Doig both said it is the long term intention to include all senior teams and selection process in the Performance Pathway Regulations. The committee agreed.

All in favour. **CARRIED.**

7.8 Report - Strategic Plan

It was moved Chris Doig and seconded Leon Barnett that "the report from the Tasmanian Squash Academy on Squash Tasmania Strategic Plan and associated documents be received and that:

1. The Strategic Plan and associated documents be approved and distributed as widely as possible for comment.
2. After comments are received the plan be further reviewed and the amended document recommended for approval by the Squash Tasmania Committee"

All in favour. **CARRIED.**

8. OTHER BUSINESS

8.1 Junior Tournaments – Clothing, Head Coach, Team Manager

(a) Mark Noonan raised the question of a new design for the AJC tops. There was some lengthy discussion about this. It was suggested that the Performance Pathway juniors be asked to come up with a design and that the design be discussed at the Devonport Junior Tournament. Mark Noonan to email all juniors involved to pick a design. The Performance Pathway Panel will then make a recommendation to Squash Tasmania. The Team Manager is then to organise.

(b) Discussion followed re the appointment of Head Coach and Team Manager. The Performance Pathway Panel to make recommendations to Squash Tasmania. Mark Noonan advised that one application had been received for Team Manager (Leon Barnett). It was proposed that Janet Ward and Linda Pattison, who will both be in attendance at the AJC, will offer assistance where required. The Committee agreed that Leon Barnett be appointed to the re-named position of Tour Manager and Melanie Dunn appointed as Admin Manager for the 2011 AJC. Leon Barnett to report to the Squash Tasmania Committee following the AJC.

All in favour. **CARRIED.**

(c) The position of Head Coach was discussed and it was decided that an appointment would be confirmed after the Devonport Junior Tournament.

8.2 Affiliations

Outstanding affiliations were discussed. No player lists have been received from Ulverstone or Burnie. Other clubs have forwarded lists but not all payments have been received. No senior list has been received from Parsons. Leon Barnett to follow up Ulverstone list.

8.3 AJC 2012

There was some discussion on a proposal that all profits generated from the AJC 2012 should go to Squash Tasmania to be used to assist with travel and accommodation costs for AJC 2013. Michael Brown queried whether it was the total profit or catering profit. Leon Barnett said total profit. Mark Noonan said that any money raised through juniors should go back to the juniors. It was moved Leon Barnett, seconded Mark Noonan that “funds from AJC 2012 are to be allocated to future junior programs.”

All in favour. **CARRIED.**

8.4 Tasmanian Open

Greg Ward asked if there were any updates regarding the Tasmanian Open and Chris Doig advised that an email had been sent covering ticket availability and costs. Entries can be seen on the PSA and WISPA websites. The Eastside Open is being held in conjunction. The Hocking Medal will be presented prior to the final of the Tasmanian Open.

9. CLOSE OF MEETING

The meeting closed at 10:35am. The next meeting is to be held on a date to be advised.

Cheryl Unsworth
Secretary
unswdc@bigpond.net.au
9/7/2011

TO BE CONFIRMED
/ / 2011

Squash Tasmania Bank Reconciliation

From : 5-May-2011 To : 8-Jul-2011

Date		Debit	Credit	Balance
5-May-11	Opening Balance			13109.75
	<i>Credits to Account</i>			
9-May-11	Penguin Registration 2011		667.00	
9-May-11	R Walker 2011 coach conf fee		60.00	
9-May-11	M Dunn 2011 coach conf fee		40.00	
11-May-11	S Krueger 2011 coach conf fee		60.00	
16-May-11	B URen 2011 coach conf fee		40.00	
16-May-11	Braeden 2011 coach conf fee		60.00	
16-May-11	M Noonan 2011 coach conf fee		60.00	
17-May-11	C Doig 2011 coach conf fee		40.00	
18-May-11	B Cook 2011 coach conf fee		40.00	
18-May-11	J Lindsay 2011 coach conf fee		60.00	
19-May-11	A Desire 2011 coach conf fee		100.00	
19-May-11	Tas Govt Grant AJC 2012		3300.00	
19-May-11	T Smith 2011 coach conf fee		80.00	
23-May-11	A Smeekes 2011 coach conf fee		50.00	
23-May-11	L Woodleigh 2011 coach conf fee		130.00	
26-May-11	S Lee 2011 coach conf fee		60.00	
27-May-11	G Ward 2011 coach conf fee		210.00	
30-May-11	H Bird 2011 coach conf fee		50.00	
30-May-11	M Bird 2011 coach conf fee		50.00	
30-May-11	P Marsh 2011 coach conf fee		50.00	
31-May-11	M Moorhouse 2011 coach conf fee		40.00	
1-Jun-11	IHMF P Smith		50.00	
1-Jun-11	Interest Jun 11		5.46	
2-Jun-11	S Nicholls 2011 coach conf fee		100.00	
2-Jun-11	K Lindsay 2011 coach conf fee		50.00	
6-Jun-11	Eastside registration 2011		5452.00	
6-Jun-11	Wynyard coach conf fee 2011		150.00	
6-Jun-11	Coach conf fee 2011		260.00	
8-Jun-11	Squash Aust Grant - Tas Open		4400.00	
10-Jun-11	PSCAT Grant 2011		525.00	
28-Jun-11	Airfares Jun 2011 presidents meeting C Doig		509.95	
29-Jun-11	Kingborough registration 2011		977.00	
30-Jun-11	IHMF R Brown		10.00	
1-Jul-11	Interest Jul 11		8.11	
4-Jul-11	AJC 2011 Ward		2500.00	
5-Jul-11	Wynyard registration 2011		2057.00	
5-Jul-11	AJC 2011 Lee		376.31	
5-Jul-11	Smithton registration 2011		426.00	
8-Jul-11	Parsons registration 2011		<u>144.00</u>	
	<i>Total</i>		23247.83	36357.58
	<i>Debits to Account</i>			
6-May-11	993597, Squash Aust reg May 2011	853.00		
1-Jun-11	Bank fee Jun 11	13.85		
6-Jun-11	993598, State Coach Conf Dinner	1333.00		
10-Jun-11	993599, C Doig Meeting skype phone	50.00		
21-Jun-11	993600, C Doig State Coach Conference	22.00		
21-Jun-11	993602, M Dunn State Coach Conference	183.90		
21-Jun-11	993603, Squash Aust Tas Open grant to TSA	4400.00		

21-Jun-11	993604, Squash Tas Tas Open to TSA	5500.00	
1-Jul-11	Bank fee Jul 11	15.15	
5-Jul-11	993605, Airfares Jun 2011 presidents meeting C Doig	<u>509.95</u>	
	<i>Total</i>	<u>12880.85</u>	<u>23476.73</u>

All Unpresented Cheques

18-Jun-11	993601; J Lindsay State Coach Conference	4.35	
7-Jul-11	993606; Aust Junior Champs 2011 Referees	<u>500.00</u>	
	<i>Total</i>	<u>504.35</u>	<u>22972.38</u>

Outstanding Supplier Invoices - None

	<i>Total</i>	<u>0.00</u>	<u>22972.38</u>
--	--------------	-------------	-----------------

All Outstanding Sales Invoices

16-Jun-11	231; University; Uni Registration 2011	315.00	
30-Jun-11	236; Tas Squash Academy; Eastside Registration 2011	378.00	
7-Jul-11	237; Kingborough; Kingborough Registration 2011	<u>72.00</u>	
	<i>Total</i>	<u>765.00</u>	<u>23737.38</u>

Profit Centre: Tas State Coach Conference

<u>Account</u>	<u>Type</u>	<u>Value</u>
Tas State Coach Conference Fees	Credit	1,727.25
PSCAT Grant	Credit	<u>477.27</u>
	<i>Total</i>	<u>2,204.52</u>
Tas State Coach Conference Dinner	Debit	1,211.82
Tas State Coach Conference Expenses	Debit	<u>191.53</u>
	<i>Total</i>	<u>1,403.35</u>
	<i>Profit / Loss</i>	<u>801.17</u>

Ian Hocking Memorial Fund

Description	Date	Credit
IHMF N Cretan	9-Mar-11	200.00
IHMF D Gibbs	21-Mar-11	200.00
IHMF L Ayers	21-Mar-11	20.00
IHMF deposit	23-Mar-11	195.00
IHMF deposit	25-Mar-11	200.00
IHMF N Mead	4-Apr-11	25.00
IHMF Deposit	5-Apr-11	50.00
IHMF T Denny	6-Apr-11	100.00
IHMF Deposit	18-Apr-11	100.00
IHMF Deposit	28-Apr-11	50.00
IHMF P Evans	28-Apr-11	50.00
IHMF J Cracknell	28-Apr-11	25.00
IHMF G Hansen	2-May-11	20.00
IHMF P Smith	1-Jun-11	50.00
IHMF R Brown	30-Jun-11	10.00
Totals		1295.00