



[www.squashtas.asn.au](http://www.squashtas.asn.au)

**TASMANIAN SQUASH RACKETS ASSOCIATION INC**  
**Minutes of Committee Meeting held on**  
**20 June 2009 commencing at 3:15pm**  
**at Eastside Squash Centre, Bellerive**

**1. PRESENT**

Chris Doig, Michael Brown, Cheryl Unsworth, Melanie Dunn, Julie Smith-Kingston, Rachel Roberts.

**2. APOLOGIES**

Max Moorhouse, Leon Barnett.

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

It was moved Melanie Dunn, seconded Julie Smith-Kingston, "that the minutes of the previous meeting held on Saturday 4 April 2009 be confirmed".

All in favour. **CARRIED.**

**4. BUSINESS ARISING FROM THE MINUTES**

- Tournament Calendar – Julie Smith-Kingston drew attention to the fact that the Devonport Open has been changed from 23-25 October to 7-8 November.
- State Team Selection for National Team Championships. Short discussion held. Selections to be made by the end of August. Michael Brown to check availability of players. Two players and a reserve are needed. (Possible men – Mark de Vries, Sam Hunt, David Mulcahy, Jason Faulkner. Possible women – Gaye Mitchell, Melanie Dunn, Laura Scrivens, Helen Rackham.)

**5. CORRESPONDENCE – INWARDS AND OUTWARDS**

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

All in favour. **CARRIED.**

**6. TREASURER'S REPORT**

Michael Brown presented the Treasurer's report. It was moved Cheryl Unsworth, seconded Rachel Roberts "that the Treasurer's Report be accepted".

All in favour. **CARRIED.**

The Treasurer reported a saving of approximately \$1,500 for insurance costs. Brief discussion held re club affiliation. Rachel Roberts to follow up Devonport affiliation with Jan Hopkins.

**7. GENERAL BUSINESS**

Chris Doig requested that items listed on the agenda be re-ordered.

**7.1 Tasmanian Squash Academy Report**

It was moved Michael Brown and seconded Cheryl Unsworth "that the report from the Tasmanian Squash Academy on the delivery of the 2009 Operational Plan be received, and that

- 1 The Tasmanian Squash Academy's sponsorship of the programs identified in the Plan as being funded by the Tasmanian Squash Academy be accepted on the condition that the programs be delivered by the Academy.
- 2 The Tasmanian Squash Academy be appointed to deliver the Development and Participation Programs identified in the approved 2009 Operational Plan as being funded by the Tasmanian Squash Academy and Sport and Recreation Tasmania.
- 3 Two payments of \$7,500 plus GST are to be made to the Tasmanian Squash Academy in June and November after satisfactory evidence is provide to the Squash Tasmania Committee that the projects have either been delivered or are on target for delivery."

All in favour. **CARRIED.**

## **7.2 Grant Delivery Progress Report**

It was moved Michael Brown, seconded Rachel Roberts "that the report of the Tasmanian Squash Academy on the Grant Delivery Progress be received".

All in favour. **CARRIED.**

Discussion held re progress report. Julie Smith-Kingston and Rachel Roberts advised that a walk in open day will be held at Devonport at the end of this month. Julie Smith-Kingston questioned the provision of support to Penguin for its Ladders League. Chris Doig explained the concept. The progress report would be used to provide information to Sport and Recreation Tasmania in order to comply with the grant deed. In light of some targets already being reached, Michael Brown asked if programs were continuing in the second part of the year. Chris Doig replied that some goals may be exceeded and that some may not be reached.

## **7.3 Operational Plan Update**

It was moved Cheryl Unsworth, seconded Julie Smith-Kingston "that the Operational Plan Update be received".

All in favour. **CARRIED.**

Discussion held re the Operational Plan. Rachel Roberts queried funding sources. This was explained by Chris Doig.

## **7.4 History of Squash**

This item was placed on the agenda following an email from Squash Australia (Jeffrey Wollstein) forwarding a History of NSW Squash written by WJ Mudford. The history of squash (in Tasmania) is an ongoing project in the Operational Plan. Julie Smith-Kingston is to forward honour board results from Devonport.

## **7.5 Southern Pennant**

As the Southern Pennant was raised by Mark de Vries and he was unable to attend the meeting, this item was not discussed.

## **7.6 Provision of Referee for AJC (Australian Junior Championships)**

Item listed following an email from Chris Sinclair concerning the provision of a referee for the Australian Junior Championships in Sydney. If a referee is not provided, Squash Australia request an amount of \$500 be paid towards a referee from another State/Territory to attend. The Squash

Tasmania budget was amended at the April meeting to cover this amount. Trevor Dooley is Tasmania's referee. Cheryl Unsworth is to check with Trevor re his availability

## **8. OTHER BUSINESS**

### **8.1 Email from Leon Barnett.**

Leon Barnett had forwarded an email to be read at the meeting following a visit to the North West by Chris Doig. Cheryl Unsworth read the email to the meeting as follows:

*“On behalf of Linda and myself I would like to take this opportunity to thank Chris for his help over this week and 3 weeks ago by presenting Squash and Totball to two Primary Schools in Devonport. Chris your presentation was very professional and all the Children were made to feel special and enjoyed every minute of it. Out of the two Schools that we both worked with we had in excess of 60 Children visit the squash courts trying out Squash and in excess of 25 youngsters attended the squash courts for a trial Totball session. It has caused a head ache but one that we will enjoy, giving us positive feed back from all that attended. We will be now running two Squash training nights to accommodate the new comers to squash and Linda with my help will be running Totball on a separate night. I will keep you informed of the progress made, once again thank you for your most valuable help. Next stop Latrobe Primary Schools.  
Thank You. Leon”*

Rachel Roberts and Julie Smith-Kingston also passed on their thanks on behalf of the Devonport Club.

### **8.2 Insurance**

Rachel Roberts raised the question as to whether Public Liability insurance for Squash Tasmania covers individual clubs. Michael Brown to obtain a copy of the policy document and also a Certificate of Currency (required by the Devonport Council).

## **9. CLOSE OF MEETING**

The meeting closed at 4.07pm. The next meeting is to be held on Sunday 16 August. Time to be advised.

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

**TO BE CONFIRMED**  
**16 August 2009**

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

18-Jun-2009

From : 3-Apr-2009 To : 18-Jun-2009

<b>Date</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
3-Apr-2009	Opening Balance			22,257.09
	<i>Credits to Account</i>			
29-Apr-2009	Wynyard registration 2008		336.00	
1-May-2009	Interest stm 96		6.87	
11-May-2009	ATO GST refund		256.00	
1-Jun-2009	Interest stm 97		6.93	
11-Jun-2009	Burnie registration 2009		<u>1,120.00</u>	
	<i>Total</i>		<u>1,725.80</u>	<u>23,982.89</u>
	<i>Debits to Account</i>			
3-Apr-2009	993514, Player insurance 2009	3,883.31		
6-Apr-2009	993517, Travel L Barnett, Apr 09 meeting	100.00		
1-May-2009	Bank fee stm 96	9.10		
8-May-2009	993518, Referees National Juniors 2009	150.00		
8-May-2009	993519, Squash Aust reg April 09	613.44		
11-May-2009	993520, Travel J Smith-Kingston, Apr 09 meeting	78.45		
1-Jun-2009	Bank fee stm 97	<u>6.85</u>		
	<i>Total</i>	<u>4,841.15</u>		<u>19,141.74</u>
	<i>All Unpresented Cheques</i>			
1-Jun-2009	993521; Squash Aust reg April 09	61.34		
13-Jun-2009	993522; Burnie Rego 2009 Refund	192.00		
13-Jun-2009	993523; Public liability insur 2009	<u>1,025.66</u>		
	<i>Total</i>	<u>1,279.00</u>		<u>17,862.74</u>
	<i>Outstanding Supplier Invoices - None</i>			
	<i>Total</i>	<u>0.00</u>		<u>17,862.74</u>
	<i>All Outstanding Sales Invoices</i>			
12-May-2009	173; Smithton; Smithton registration 2009	1,184.00		
12-May-2009	174; Kingborough; Kingborough registration 2009	912.00		
14-May-2009	175; Tas Squash Academy; Eastside registration 2009	5,032.00		
14-May-2009	176; Tas Squash Academy; University registration 2009	288.00		
19-May-2009	177; Kingborough; Kingborough registration 2009	<u>96.00</u>		
	<i>Total</i>	<u>7,512.00</u>		<u>25,374.74</u>

**Report to: Squash Tasmania Committee**

**From: Manager Tasmanian Squash Academy**

**Subject: Operational Plan Update**

**Background**

At a previous meeting the Squash Tasmania Committee approved the Squash Tasmania 2009 Operational Plan. This document provides approval for the delivery of the actions identified in the Plan.

**Discussion**

The attached 2009 Operational Plan Update 30<sup>th</sup> May summarises the progress made as at 30<sup>th</sup> May 2009 on the delivery of the agreed actions.

**Recommendation**

That the Report from the Tasmanian Squash Academy on the Operational Plan Update May 2009 be received.

**Chris Doig**

**Manager**

**Tasmanian Squash Academy**

**9<sup>th</sup> June, 2009**

**Report to Squash Tasmania Committee**

**From Tasmanian Squash Academy**

**Subject: Delivery of 2009 Operational Plan**

**Background**

Squash Tasmania has received a grant of \$15,000 from Sport and Recreation Tasmania towards Development and Participation projects identified in the 2009 Operational Plan. The grant did not meet the costs identified in Squash Tasmania's grant application. Squash Tasmania has agreed to complete the projects identified in the table below and has been provided sponsorship from the Tasmanian Squash Academy for the shortfall in funding.

**Agreed Development and Participation Key Performance Indicators**

<b>Outcome</b>	<b>Performance Indicator</b>
<b>Coach development</b>	<b>1 x Totball instructors course run 1 x Level I Coaching course run 5 x Coaches workshops run Attend Annual Squash Australia Development Workshop (date TBC)</b>
<b>Official development</b>	<b>4 x Referee Accredited Player courses held 1 x Club Referee course held</b>
<b>Primary school promotion</b>	<b>15 schools visited (in school) 6 schools visiting centres (in centre) 5 clubs/centres running after school programs</b>

<b>Secondary school programs</b>	<b>8 secondary schools attending in centre program in 3 centres</b> <b>5 centres running after school program</b>
<b>Totball promotion</b>	<b>8 schools visited</b> <b>3 clubs/centres running after school programs</b>
<b>Walk-in squash</b>	<b>3 clubs/centres running programs</b>
<b>Pennants</b>	<b>Inter school pennant held in Hobart</b> <b>9 clubs/centres running in house pennants</b> <b>Inter club pennants held</b>

The Tasmanian Squash Academy has sponsored projects in other Key Performance Areas. For details of the funding breakdown refer to the approved 2009 Operational Plan.

### **Discussion**

The Tasmanian Squash Academy is expected to deliver the Development and Participation programs identified as being funded by Sport and Recreation Tasmania and the Tasmanian Squash Academy.

The Tasmanian Squash Academy's sponsorship of the programs identified as being funded by the Academy is conditional on these projects being delivered by the Academy.

The appointment of a deliverer for the programs identified as being funded by Sport and Recreation Tasmania is at the discretion of the Squash Tasmania Committee and therefore the delivery of the programs needs to be formally approved by Squash Tasmania.

### **Recommendation**

That the report from the Tasmanian Squash Academy regarding the delivery of projects identified in the Squash Tasmania Operational Plan identified as being funded by the Tasmanian Squash Academy or Sport and Recreation Tasmania be received and that;

1. The Tasmanian Squash Academy's sponsorship of the programs identified in the Plan as being funded by the Tasmanian Squash Academy be accepted on the condition that the programs be delivered by the Academy.
2. The Tasmanian Squash Academy be appointed to deliver the Development and Participation Programs identified in the approved 2009 Operational Plan as being funded by the Tasmanian Squash Academy and Sport and Recreation Tasmania.
3. Two payments of \$7,500 plus GST are to be made to the Tasmanian Squash Academy in June and November after satisfactory evidence is provided to the Squash Tasmania Committee that the projects have either been delivered or are on target for delivery.

**Chris Doig**  
**Manager**  
**Tasmanian Squash Academy**  
**9<sup>th</sup> July 2009**

**Report to: Squash Tasmania Committee**

**From: Manager Tasmanian Squash Academy**

**Subject: Progress on the Delivery of Development and Participation Programs**

**Background**

Sport and Recreation Tasmania and the Tasmanian Squash Academy jointly fund the delivery of agreed Development and Participation Projects. These projects are identified in the 2009 Approved Operational Plan.

**Discussion**

The attached documents summarise the progress made as at 30<sup>th</sup> May 2009 on the delivery of the agreed Development and Participation Projects.

**Recommendation**

That the Report from the Tasmanian Squash Academy on the delivery of Participation and Development Grant Projects be received.

**Chris Doig**

**Manager**

**Tasmanian Squash Academy**

**9<sup>th</sup> June, 2009**

**Grant Project Delivery Report - Development and Participation**

Outcome	Performance Indicator	Funding		Progress as at May 30th, 2009
		SRT	TSA	
Coach Development	1 x Totball Instructors Course	\$600.00	\$300.00	Course run for one participant - Linda Pattison
	1 x Level 1 Coaching Course	\$1,200.00	\$600.00	To be scheduled after participants identified
	5 x Coaches Workshops	\$333.00	\$167.00	1 held in conjunction with Training Camp at Penguin
	Attend Annual Squash Australia Development Workshops	\$667.00	\$337.00	Chris Doig, Max Moorhouse and Bill Cook to attend workshops in July
Official Development	4 x Referee Accredited Player Courses	\$667.00	\$333.00	1 Referreeing presentation given at Southern Junior, 2nd May. Other presentations planned for NW Coast during the week prior to Australian Teams Championship
	1 x Club Referee Course held	\$200.00	\$100.00	To be held if participants identified
Primary School Promotion	15 schools visited (Squash-in-School Program)	\$3,500.00	\$1,750.00	4 schools; Lauderdale, Lindisfarne North, Kingston Primary
	6 Schools visiting centres (Squash-in-Centre Program)	\$3,200.00	\$1,600.00	5 schools; St Cuthberts, Corpus Christi, Rokeby, Bellerive, Devonport
	5 club/centres running after school program	\$200.00	\$100.00	6 club/centres; Eastside, Kingborough, Parsons, Devonport, Wynyard, Smithton
Secondary School Program	8 secondary schools attending in centre programs in 3 centres	\$533.00	\$267.00	4 Schools; MacKillop, St Mary's, Geilston Bay, Collegiate. 3 club/centres; Eastside, Parsons, University
	5 club/centres running after school programs	\$333.00	\$167.00	6 clun/centres; Eastside, Kingborough, Parsons, Devonport, Wynyard, Smithton
Totball Promotion	8 schools visited	\$1,067.00	\$533.00	7 schools; St Cuthberts, Lauderdale, Corpus Christi, New Town Primary, Mt Stuart, Lindisfarne North, Kingston
	3 club/centres running after school programs	\$200.00	\$100.00	2 Club/centres; Eastside, Kingborough
Walk-In Squash	3 club/centres running after programs	\$333.00	\$167.00	1 "Walk-In Squash; Eastside. Other club training sessions.
Pennants	Inter school pennant held in Hobart	\$1,100.00	\$550.00	Underway at Eastside
	9 club/centres running in-house pennants	\$600.00	\$300.00	8 club/centres; Smithton, Wynyard, Burnie, Penguin, Ulverstone, Devonport, Parsons, Eastside
	Inter-club pennants held	\$133.00	\$67.00	Southern Pennant, Coastal Pennant
Club/Centre Support	Assist with setting up programs	\$133.00	\$67.00	Penguin Ladders League

\$14,999.00    \$7,505.00