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**TASMANIAN SQUASH RACKETS ASSOCIATION INC**

**Minutes of Committee Meeting held on  
Saturday 7 May 2011 Time: 9:30am  
Meeting held at Eastside Squash Centre**

**1. PRESENT**

Chris Doig, Michael Brown, Cheryl Unsworth, Kent Harbutt (in person); Greg Ward, Mark Noonan, Julie Smith-Kingston, Leon Barnett (via skype).

**2. APOLOGIES**

None.

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

It was moved Michael Brown, seconded Julie Smith-Kingston “that the minutes of the previous meeting held on Saturday 5 February 2011 be confirmed”.

All in favour. **CARRIED.**

**4. BUSINESS ARISING FROM THE MINUTES**

None.

**5. CORRESPONDENCE – INWARDS AND OUTWARDS**

A list of emails and correspondence received was circulated prior to the meeting. It was moved Michael Brown, seconded Greg Ward “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 Julie Smith-Kingston, “that the Treasurer’s Report be received”.

All in favour. **CARRIED.**

**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**

Chris Doig presented the report prepared by Melanie Dunn, co-signed by himself, and recommendations. Chris advised that the document would be renamed the Squash Tasmania Performance Pathway. Discussion followed. The document is to be refined and re-circulated to the committee. Once approved it will be circulated to the wider squash community. Cheryl to circulate to clubs, Chris to coaches and others on his email list. Michael Brown asked a question in relation to Squash Tasmania covering any loss at the Coaching Conference and asked that ‘2011’ be specified. Agreed that the recommendation be amended to include “2011 Coaching Conference”. Leon Barnett wanted Greg Ward to be added to the panel with his overall knowledge and experience. Leon Barnett was not happy with the procedure used for

appointment of the panel. Chris Doig explained the selection of Melanie Dunn, Max Moorhouse and Mark Noonan but accepted the criticism and said there would be a better process in the future. Greg Ward said that those on the junior committee/panel should be there for a set period and then replaced so that skills and knowledge are transferred on. Michael Brown was not totally happy with the committee going on to become the Performance Pathway Panel. There is a junior pathway but not a senior one. Chris Doig said it could later be known as the Squash Tasmania Performance Pathway Selection Committee. Mark Noonan said it was a junior panel to start with.

The recommendations are:

1. That the document be forwarded to the Performance Pathway Panel for tidying up and circulation to the Committee prior to circulating to the wider squash community.
2. That the Squash Tasmania State Coaching Conference be approved. The event to be run on a cost neutral basis with any excess funds remaining with Squash Tasmania for allocation as approved by the Squash Tasmania committee. Squash Tasmania will also cover any loss in relation to the 2011 Coaching Conference.
3. Melanie Dunn and Max Moorhouse be approved as the Squash Tasmania State Coaching Conference organizers. They will ensure the Committee is kept informed during the organization process and provide a brief report on the conference outcomes.
4. That Mark Noonan, Max Moorhouse and Melanie Dunn be invited to form a Junior State Team Selection committee, later to become the Performance Pathway Panel.

It was moved Michael Brown, seconded Mark Noonan “that the recommendations be approved.”  
**Leon Barnett was against the motion. MOTION CARRIED.**

### **7.2 Report – Operational Plan 2011 and Budget.**

Chris Doig presented his report and recommendation. The budget to be amended to include the State Coaching Conference and also the payment of the Matrix license fee. It was moved Mark Noonan, seconded Kent Harbutt “that the report from the Tasmanian Squash Academy on amendments to the 2011 Operational Plan and Budget be received and that the amendments as noted on the amended 2011 Operational Plan and Budget be approved.”

All in favour. **CARRIED.**

Leon Barnett raised the question of purchase of shirts for State junior and senior players. The budget for the Australian Junior has been increased by \$2,000 to cover shirts for junior players.

### **7.3 Report – Strategic Plan.**

Chris Doig presented his report and recommendation.

It was moved Leon Barnett, seconded Michael Brown “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 distributed as widely as possible for comment by the end of May.
2. After the closing date for comments, the plan be reviewed and recommended for approval by the Squash Tasmania Committee.”

All in favour. **CARRIED.**

Following discussion it was decided to change the recommendation to read “that the committee review the Strategic Plan and provide Chris with its top three priorities.” However, it was then agreed that this report be deferred to the next meeting. Chris Doig to re-draft the document and send it to the committee for comment and its top three priorities. Chris had met with the Client Manager, Sport & Recreation and has been asked to prioritise tasks in the Plan.

#### **7.4 Squash Participant Registration**

Chris Doig advised that at the Squash Australia AGM on 20 March 2011 Member State and Territory Associations voted in support of a motion to initiate a compulsory player registration system for all squash players in Australia. There is the need for someone to oversee the process for Squash Tasmania. Michael Brown volunteered. It was moved Chris Doig, seconded Leon Barnett "that Michael Brown be nominated to assume responsibility of this initiative on behalf of Squash Tasmania." Gary O'Donnell to be advised accordingly.

All in favour. **CARRIED.**

#### **7.5 AJC 2012**

Leon Barnett presented his report and discussed the current state of organization of the AJC 2012. He advised that he has some sponsors and a grant has been approved for \$3,000. Invoice to be sent by the Treasurer. The use of the Devonport Squash Club facilities has been agreed to and the Devonport Council will come on board as a sponsor and assist with court costs. Greg Ward asked about the complaint from WA Squash regarding accommodation at the last AJC held in Devonport. Leon Barnett said a letter had been sent to WA and they were happy with the outcome. There were no other complaints. Mark Noonan asked about transport arrangements. Each state is to arrange their own accommodation/transport. However, transport, accommodation and food costs are to be provided for referees. There was discussion about catering for the AJC in 2012. It was moved Leon Barnett, seconded Greg Ward, "that Squash Tasmania appoint Linda Pattison as Catering Manager to obtain personnel and run the day to day catering side of the AJC 2012."

All in favour. **CARRIED.**

#### **7.6 Devonport Squash Courts**

Leon Barnett expanded on his report. There were comments by members of the committee in relation to the need to retain these courts. Julie Smith-Kingston said there has been talk of moving the Recreation Centre but nothing definite confirmed at the moment. She said Devonport Squash Club wish to retain 8 courts. It was agreed that initially we need to find out the intentions of the Council so we can support the retention of 8 courts if need be. Cheryl to draft a letter to be sent to the Devonport Council.

#### **7.7 Website Developments**

Chris Doig opened discussion saying that it had been agreed by States to update their websites. Michael Brown said that the Squash Tasmania website has been built up over a number of years. The Squash Australia website has a clearly defined format contained in a handbook issued. He said that the format leads to lack of identity for states. Michael suggested the committee look at the NSW and NT pages on the Squash Australia website. (NT has an individual background colour.) Julie Smith-Kingston and Mark Noonan queried the inclusion of club websites. There is a need for someone to look at how the Squash Tasmania website can be moved to the Squash Australia website. Chris Doig raised the possibility of paying someone to do this and for it to be included in next year's budget and grant application. Michael Brown to contact Squash Australia to see if club websites can be included within the Squash Australia system and also provide approximate cost to convert Tasmania to the Squash Australia website.

### **8. OTHER BUSINESS**

#### **8.1 Referee Payment for AJC 2011**

Letter received from Chris Sinclair regarding payment of \$500 for referees for the AJC 2011. This amount had been approved in the Squash Tasmania budget for 2011. Chris Sinclair to be advised accordingly. Greg Ward and Leon Barnett said it was a priority for Tasmania to have its own referees. Chris Doig said a referee course could be run at the Tasmanian Open in July. There are different levels of course, and State referees are hard to obtain.

## 8.2 Squash Tasmania Auditor Change

Michael Brown had circulated an Engagement Document for ACCRU to take over the Squash Tasmania audit. The change of auditor was approved at the AGM in February. The committee agreed that the President could sign the Engagement Document.

## 8.3 Police Checks

Leon Barnett had raised the question of police checks for coaches/managers attending junior championships. The Member Protection Policy states there is no legal requirement in Tasmania for a police check. However, there is a form included in the MPP for coaches to sign. Mark Noonan said coaches should be made aware of the need to sign the form. Chris Doig said that this should be re-listed for the next Meeting. The MPP should be read and recommendations forwarded to Chris before the next meeting so that he can prepare a report and recommendations

## 8.4 AJC 2011 & Aged Championships

Mark Noonan asked about arrangements for AJC 2011. Chris advised that there is a working committee comprising Melanie Dunn, Steve Lee, Andrew Strugnell and Julie Lindsay. Mark asked about a Team Manager. Greg Ward proposed that discussions be held amongst those attending the ES Junior Championships on 14 and 15 May. The committee agreed that it was happy for Chris to appoint someone on advice received. Mark also raised the question of Tasmanian Aged Championships. This is included in the Strategic Plan.

## 9. CLOSE OF MEETING

The meeting closed at 10:55am. The next meeting is to be held on a date to be advised.

**Cheryl Unsworth**  
Secretary

**TO BE CONFIRMED**  
/ / 2011

## Bank Reconciliation Report

Squash Tasmania

6-May-2011

From : 4-Feb-2011 To : 5-May-2011

Date	Description	Debit	Credit	Balance
4-Feb-2011	Opening Balance			31,605.63
	<i>Credits to Account</i>			
4-Feb-2011	Kingborough registration 2010		260.00	
4-Feb-2011	Eastside registration 2010		70.00	
1-Mar-2011	Interest Mar 11		9.00	
9-Mar-2011	IHMF N Cretan		200.00	
9-Mar-2011	ATO GST refund Oct-Dec 2010		814.00	
21-Mar-2011	IHMF L Ayers		20.00	
21-Mar-2011	IHMF D Gibbs		200.00	
23-Mar-2011	IHMF deposit		195.00	
25-Mar-2011	IHMF deposit		200.00	
1-Apr-2011	Interest Apr 11		5.86	
4-Apr-2011	IHMF N Mead		25.00	
5-Apr-2011	IHMF Deposit		50.00	

