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

1. PRESENT

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

2. APOLOGIES

Paul Harvey, Max Moorhouse, Julie Smith-Kingston.

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

It was moved Michael Brown, seconded Cheryl Unsworth, "that the minutes of the previous meeting held on Sunday 16 March 2008 be confirmed".

All in favour. **CARRIED.**

4. BUSINESS ARISING FROM THE MINUTES

Nil. (A review is currently being undertaken by Squash Australia in an attempt to offer all states common insurance at a cheaper rate. When this is completed a process for making claims will be established.)

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

A Treasurer's report was submitted by Michael Brown. It was moved, Cheryl Unsworth and seconded Melanie Dunn "that the Treasurer's report be accepted".

All in favour. **CARRIED.**

Leon Barnett queried a payment to Penguin Squash Club of \$130. Michael replied that this was the result of a distribution to all affiliated clubs last year; however Penguin had not presented their cheque until now.

7. GENERAL BUSINESS

7.1 Adoption of Recommendation from Previous Minutes.

Following the last meeting on 16 March, an email vote was taken on the adoption of Draft #4 of the Operational Plan. All voted in favour as conveyed in an email on 11 April to Committee members by the Secretary.

It was moved Leon Barnett, seconded Cheryl Unsworth that "the recommendations presented in Item 7.1 of the minutes of the meeting held on 16 March 2008 be confirmed and adopted."

All in favour. **CARRIED.**

7.2 Operational Plan – Activities Update

Chris Doig went through the Operational Plan and provided updates of items listed. Particular items mentioned in the agenda are as follows:

7.2.1 Squash Australia AGM

The Squash Australia Executive Officers' Group met in March. A report was submitted by Chris Doig. It was moved Leon Barnett, seconded Cheryl Unsworth "that the report on the 2008 Squash Australia AGM be received."

All in favour. **CARRIED.**

7.2.2 Squash in Schools

Squash in Schools programs are being run at six schools - 5 in the south and one at Wynyard. Leon and Chris have discussed the prospect of running this program in Devonport. There was discussion about primary and secondary school In Centre programs and also inter-club pennant.

7.2.3 Junior Tournaments and Rankings

Successful junior tournaments have been held at Wynyard and also Eastside. It does not look like a Tasmanian team will be competing at the Australian Junior Championships. A squad from Eastside is attending the Victorian Junior Championships (self funded). The same opportunity exists for other clubs around the state. Leon is keen to establish a junior squash academy at Devonport and this will be discussed further with Chris. Qualified coaches need to be available to establish self-funding club/centre based training programs. Max Moorhouse has been in the North West running coaching clinics. It was moved Melanie Dunn, seconded Leon Barnett that Item 3.2.3 be added to KRA 3: Facilities, Competitions and Tournaments of the Operational Plan as follows:

"3.2.3 (Action) Record results and rank players; (Priority) Medium; (Responsibility/Action) Development Manager; (Time Frame) Ongoing; (Cost) To allocate; (Funding source) Tasmanian Squash Academy; (Performance Targets) Rankings updated after each tournament."

All in favour. **CARRIED.**

7.2.4 Tasmanian Open Trophy Engraving

It was moved Michael Brown, seconded Cheryl Unsworth "that Item 1.1.3.7 of the Operational Plan (KRA 1: Governance, Management and Commercial Interests) be amended to read "Pay various governance expenses (eg bank fees, web hosting, postage, PO Box, *trophy engraving*."

All in favour. **CARRIED.**

7.2.5 2009 National Teams Championships

It was moved Michael Brown, seconded Cheryl Unsworth "that Chris Doig and Leon Barnett further examine the hosting of the 2009 National Teams Championships and report back to the next committee meeting with a recommendation on the venue to be used and the make-up of a management committee".

All in favour. **CARRIED.**

In relation to this, two suitable venues are Eastside and Devonport. Leon Barnett said that there is an ongoing need to show demand for use of the centre as the Devonport Council wish to close two of the courts. Devonport successfully hosted the Australian Junior Championships in 2006. A date for the National Teams Championships in 2009 to be confirmed.

7.2.6 Squash Australia November Board Meeting

The Squash Australia Board is proposing to meet in Hobart in November. It was moved Leon Barnett, seconded Melanie Dunn "that a funding allocation of up to \$600 be made for the Squash Tasmania committee to attend a dinner with the Squash Australia Board in November."

All in favour. **CARRIED.**

7.2.7 Squash Contacts

It was moved Michael Brown, seconded Melanie Dunn “that Item 1.1.2.2 of KRA 1: Governance, Management and Commercial Interests of the Operational Plan be amended to read “Keep an up to date record of members *and current club officials.*”

All in favour. **CARRIED.**

7.2.8 Newsletter

Leon and Max have taken on the job of compiling a regular newsletter, the first issue of which they hope to have out in July. They are seeking news from clubs. The newsletter will be sent to adults and juniors. It was moved Cheryl Unsworth, seconded Michael Brown that item 1.4.5 be added to KRA 1: Governance, Management and Commercial Interests of the Operational Plan:

“1.4.5 (Action) Provide regular e-mail newsletters; (Priority) Medium; (Responsibility/Action) Newsletter Editor/s; (Time Frame) Ongoing; (Cost) \$nil; (Funding source) Voluntary; (Performance Targets) Send bi-monthly; (Comments Whole of Sport Impact) Good communication.”

All in favour. **CARRIED.**

As part of this discussion as a way to promote and market squash, it was moved Leon Barnett, seconded Michael Brown that the priority of 1.4.1 (Public Image) be raised from low to high.

All in favour. **CARRIED.**

7.2.9 Position Descriptions

Position descriptions have been forwarded to committee members. Chris to follow-up on these.

7.2.10 Meeting Venues

This item, raised at the last meeting, was discussed again. It was thought by Leon that if a more central location was used for Squash Tasmania meetings, more interest would be generated in clubs from the North West. All clubs have the opportunity to have a representative on the Squash Tasmania committee. It is proposed to hold a meeting in Devonport when the Devonport Open is held in October.

7.2.11 Meetings with Sport and Recreation Tasmania

Chris Doig has met with Department of Sport & Recreation and discussed various grants that are available. There is currently a review of procedures being undertaken by that Department. It was moved Cheryl Unsworth, seconded Michael Brown that item 1.2.5 be added to KRA 1: Governance, Management and Commercial Interests of the Operational Plan as follows:

“1.2.5 (Action) Work with Sport and Recreation Tasmania to increase participation; (Priority) High; (Responsibility/Action) President; (Time Frame) Ongoing; (Cost) \$nil; (Funding source) Voluntary; (Performance Targets) Increased participation and increased grant; (Comments Whole of Sport Impact) Development of sport.”

All in favour. **CARRIED.**

8. OTHER BUSINESS

8.1 Level 2 Coaching

Leon Barnett raised the question of attaining Level 2 coaching qualifications. Chris to discuss with Leon.

8.2 National Teams Championships 2008

Michael Brown raised the question of eligibility of players for the National Teams Championships. Chris indicated that if there was no one available who meets the existing criteria (playing in their own State's pennant) then Maggy Marshall (currently training in Queensland) could play.

9. CLOSE OF MEETING

The meeting closed at 2:35pm.

The next meeting will be held at 1:30pm on Sunday 20 July 2008.

Cheryl Unsworth
Secretary
unswdc@bigpond.net.au

TO BE CONFIRMED
20/7/2008

**Bank Reconciliation
Report**

Tasmania Squash Assoc

16-May-2008

From : 11-Mar-2008 **To :** 16-May-2008

Date	Description	Debit	Credit	Balance
11-Mar-2008	Opening Balance			16,863.88
	<i>Credits to Account</i>			
1-Apr-2008	Interest stm 83		5.38	
15-Apr-2008	Dunlop sponsorship 2007		263.07	
1-May-2008	Interest stm 84		<u>5.32</u>	
	<i>Total</i>		273.77	17,137.65
	<i>Debits to Account</i>			
11-Mar-2008	993473, C Doig Airfare SA AGM 2008	353.00		
12-Mar-2008	993466, Development 2007 Penguin	130.00		
17-Mar-2008	993474, PO Box renewal 2008	70.00		
26-Mar-2008	993475, Audit fees 2007	770.00		
28-Mar-2008	993476, Player insurance, Apr May Jun 08	1,182.50		
1-Apr-2008	Bank fee stm 83	8.50		
8-Apr-2008	993477, Travel J Smith-Kingston, Mar meeting	40.00		
8-Apr-2008	Audit certificate 31/12/2007 balance	30.00		
28-Apr-2008	993479, GST Jan - Mar 2008	700.00		
2-May-2008	Bank fee stm 84	7.60		
9-May-2008	993478, Referees National Juniors 2008	165.00		
13-May-2008	993480, Tas Open trophy engraving 2008	<u>21.10</u>		
	<i>Total</i>	<u>3,477.70</u>		<u>13,659.95</u>
	<i>All Unpresented Cheques</i>			
10-May-2008	993481; Squash Aus AGM 2008	345.00		
16-May-2008	993482; Squash Aust registration	<u>644.88</u>		
	<i>Total</i>	<u>989.88</u>		<u>12,670.07</u>
	<i>Outstanding Supplier Invoices - None</i>			
	<i>Total</i>	<u>0.00</u>		<u>12,670.07</u>
	<i>All Outstanding Sales Invoices</i>			
6-May-2008	154; Kingborough; Player registrations 2008	<u>798.00</u>		
	<i>Total</i>	<u>798.00</u>		<u>13,468.07</u>