



## Minutes of the 2019 Annual General Meeting of Squash Wellington Incorporated

|                 |  |
|-----------------|--|
| <b>Date:</b>    | 18th March 2019  |
| <b>Venue:</b>   | Upper Hutt   |
| <b>Present:</b> | John Kirkup (Chair), Ann Smith (Board member), Matey Galloway (Board member) Dayne Far (Board member) Dennis Siefe (Board member), Brett Simon (Board member), Bryan Smith (Thorndon), Brad Watts (Thorndon), Corey Love (Hutt City Squash) Gary Auckett (Hutt City Squash), Vicky Webster (Upper Hutt), Nick Attree (Mana), Neil Horsman (Kapiti), Chris McKenzie(Kapiti), Dave McLeod (Kapiti), Mark Millar (Kapiti), Nicky Gibbs (Kapiti), Mark & Margie Millar (Kapiti), James Gould (Kapiti), Rob & Dianne Walker (Club Kelburn), Jeanne Yells (Khandallah), Rhonda Christiansen (Khandallah), Scott Renner (Mana), Barry Ryan (Martinborough), Myles Sayer (Island Bay), Harold Walbaeken (Wainuiomata), Geordie Grieve (Tawa), Peter Bowers (Tawa)<br><b>In attendance:</b> Willie Bicknell |

| Item  |   |
|---|---|
| 1. Welcome  | Chair welcomed everyone. Meeting started at 7:00pm  |
| 2. Apologies  | Otaki Squash Club, Red Star Squash Club, Masterton Squash Club, Sandra Tinkler (Life members)<br><br>Moved: Willie Bicknell                      Seconded: Dennis Siefe   |
| 3. Confirmation of the Minutes of the 2017 AGM      | <b>Moved:</b> Peter Bowers <b>Seconded:</b> Dayne Far   |
| 4. Matters Arising from the Minutes of the 2017 AGM | No matters arising  |
| 5. Minutes of the 2018 Special General Meeting      | Chair: My apologies, the minutes of the SGM held on the 31st July 2018 have not previously been circulated. After a call today from Peter Bowers it was raised that these minutes should also been accepted at this General Meeting, particularly as amendments to the Constitution that were adopted at the SGM are going to be put to this AGM.<br>The minutes are brief and reflect that the only order of business was the adoption of the Constitution 2018.<br><br>I realise you have only just seen them, but are there any amendments to the minutes of the 2018 SGM that have been circulated? Anyone who was there that hasn't been recorded?<br><br>Can I have someone who was present at that meeting to move that the minutes are correct? |

| Item  |   |
|---|---|
|   | <p>Moved: Matey Galloway    seconder: Harold Walbaeken</p> <p>All in favour? Carried</p>  |
| <p>6. Chairman's and District Managers Report</p> | <p>Chair: The District Managers Annual Report has been sent out with the papers for this meeting. I wish to touch on a few of the highlights as way of my report:</p> <ul style="list-style-type: none"> <li>• The Women's 800 Series was launched last year to provide a less intimidating stepping stone for female players before hopefully moving onto interclub and tournaments. The way the clubs got behind this initiative and the enthusiasm of the players both contributed to a very successful first year.</li> <li>• Superchamps again showed that it's the premier competition on the Squash Wellington calendar with clubs full across the weekend when district champs are on. The commitment and passion shown by players when they band together under their club banner is a real strength of the sport in the region.</li> <li>• On the national stage, for me the result to note was not actually any of the placings, but the reports back on how well the Junior team represented themselves and the district in terms of team spirit and behaviour. There are a number of players in this team that have a bright future in the game ahead of them and its good to know they're being well supported in their development.</li> <li>• The opening of Fraser Park Sportsville last week with 6 squash courts is a great success for the clubs involved and for squash in the region. There was at times question marks over whether this project would go ahead with squash having the biggest space indoors of any club in the sportshub complex. But I'm proud that 2 of our clubs have been able to come together from a position of strength, and with the support of Willie, Squash Wellington and Squash New Zealand, we have a facility that we hope will make a huge contribution to the future growth of the game.</li> </ul> <p>We know that we haven't hit all our targets though and you'll see from the dashboard of the 2018 plan in the report that we have areas of orange and red. Most of these concern providing club support. On reflection we were never going to have the resource required to achieve these, and perhaps a more focused approach is needed in the future. Another area which has been an issue in the 5 years I've been on the Board, and one which I'm afraid to say still hasn't been addressed, is having a sustainable and comprehensive district coaching resource. Not being able to collectively agree what this looks like and how to fund it has meant that little progress has been made, outside of the coaching of the national teams and development squads which has been well delivered.</p> <p>This leads me to the Annual plan for 2019. The Squash Wellington Board has followed the Squash New Zealand template to develop its plan for 2019, grouping key actions under 3 headings:</p> <ol style="list-style-type: none"> <li>1. Participation and Coaching</li> <li>2. Events and Representative Teams</li> <li>3. Communications and Organisational Capability</li> </ol> <p>Participation and coaching continues with the focus on the Head J-Grade and Women's series, as well as interclub and Superchamps. However, success will be measured on the participants experience of these events as well as numbers. Another key action is development of a Participation Plan which outlines all the participation initiatives being delivered by clubs in region to find where further support is required. I know Willie has already started to develop this with Daniel from Squash New Zealand and I'm sure will be sharing at the club forum.</p> |

| Item |  |
|------|--|
|      | <p>As previously mentioned, improving the coaching resource in the district has proved to be difficult over the last few years. The key action this year is to do a piece of work which will ask clubs what are their desired outcomes from a district coaching resource? Included in the plan is to hold a district coaching Hui to bring together the resources that are already operating at a club and district level to share ideas and make connections.</p> <p>Under Events and Representatives teams, the key actions are to improve the delivery of the 3 district events and the district player development programmes. While these have been provided in the past, the Board acknowledges that there is room for improvement. An example is that the minimum standards to host district events are clarified for clubs and they are supported to provide these for the event.</p> <p>Finally, you will also note that the Squash Wellington website review was not achieved in the 2018 plan. This is a priority under the heading of Communication and Organisational Capability for 2019 and includes social media. A step the Board took in 2018 which was not planned was increasing the club forums as a result of the Constitution review. These received good feedback and holding 3 forums through the year to get feedback on progress against the Annual plan, competitions and events has been included. More detail on the Annual Plan will be provided to clubs through the first of these forums.</p> <p>The Constitution review was a significant piece of work in 2018, the final act of which I hope gets passed here tonight. While this was a good process to go through, as it has improved Squash Wellington's governance structures, the drivers behind why these were done and when they were done have been disruptive and energy sapping.</p> <p>We have to remember why we are here. We are all just a grouping of clubs coming together to create opportunities for our players to enjoy themselves and in so doing hopefully have others come into the game to do the same. I've seen too much over the past 2 years of people forgetting this and get too tied up in the politics of it all. When we don't trust each other, when we don't support each other, when we don't work together, all we contribute to is the slow demise of the game. The culture of squash must change; because it doesn't matter how many Sportsvilles are built, or Board policies are put in place, unless people treat each other with respect and consideration we will continue to lose participants.</p> <p>I am standing down at the conclusion of this AGM after 5 years on the Board. I'd like to thank Willie for his efforts in administering squash in the region over this time. His passion for the game is unquestionable, he just needs to have a team around him to provide clear direction and support.</p> <p>Chair: The members have received my report and that of the District Manager. Any questions from the floor on them.</p> <p>Peter Bowers (Tawa) asked Chair and DM how we attract Sponsorship outside of trust funding. Peter also suggested we could leverage Crombie Lockwood insurance scheme better. He addressed the floor stating the Crombie Lockwood cover is the best in the market.</p> <p>Peter Bowers (Tawa) Raised there was an anonymous sponsor called Richard, who appears to be keen to sponsor Squash in Wellington.</p> <p>Brief discussion. Willie Bicknell to follow-up with Peter, after meeting.</p> |

| Item                                      |  |
|---|--|
|   | <p>Gary Auckett (Hutt City Squash) Thanked Squash Wellington and the clubs of Squash Wellington for the \$20,000 contribution towards the fit out of the Squash courts. Also, for the ongoing support from the Squash community.</p> <p>Chair: If there are no further questions, I'll ask that someone moves to accept both the Chairs and District Managers Reports?</p> <p><b>Moved:</b> Dennis Siefe                      <b>Seconded:</b> Matey Galloway</p> <p>All in favour? Carried</p>  |
| 7. Annual Report and Financial Statements | <p>Chair: The Financial Report for 2018 have been circulated to members with a report included.</p> <p>The main points to note are:</p> <ul style="list-style-type: none"> <li>• That the Squash Wellington has posted a deficit of \$10,472 however this includes the \$20,000 donation to Fraser Park Sportsville which is included on the 'Growth' line in the profit and loss.</li> <li>• So, on an operational basis the organisation made a \$10,000 profit, although the increase in income was as a result of a better than expected trust funding grant which can't be relied upon.</li> <li>• The Board recognises that 40% of the organisations income comes from trust funding grants which is an area of risk if there was to be a change in this sector.</li> <li>• The net assets of the Association now sit at \$83,479 with cash making up 90% of that. I can confirm that even with the Fraser Park Sportsville donation paid, the cash balance of the organisation is well in excess of the Boards Reserves policy of 6 months operating cashflow.</li> </ul> <p>Are there any questions from the floor on the financial statements that either myself, the District Manager or one of the other Board members can answer?</p> <p>[Pause and answer questions from the floor]</p> <p>Chair: If there are no further questions, I'll ask that someone moves to accept the 2018 Financial Report?</p> <p><b>Moved:</b> John Kirkup                      <b>Seconded:</b> Dennis Siefe</p> <p>All in favour? Carried</p> |
| 8. Financial budget for 2019              | <p>The financial budget for 2019 has been set at a small surplus of \$2,000. Income is budgeted to be \$113,000 as opposed to \$107,000 in 2018, with total expenses \$111,000 against an actual of \$116,000.</p> <p>The increase in income in 2019 is mainly due to higher player contributions because the location of national teams' events being more expensive than in 2018. Seniors (Christchurch), Masters (Timaru), Juniors (Auckland).</p> <p>Expenses are down because there isn't the Sportsville donation, but also the corresponding travel and accommodations costs of the nationals are included.</p> <p>The full 2019 budget will be presented at the club forum along with the Annual Plan.</p>   |

| Item   |   |
|--|---|
| <p>9. Setting the 2019 Squash Wellington affiliation fee</p> | <p>Chair: The next regular business of the AGM is to set the 2019 Squash Wellington Affiliation Fee.</p> <p>A submission was made to the Board to put to the meeting an option for the Junior affiliation fee to decrease down to \$10 from \$25 and offset this by increasing the Senior fee to \$55 from \$50 to compensate. This was suggested because as a percentage of the membership fee charged to junior members by some clubs, the affiliation fee can be as much as 48%, much higher than for a senior.</p> <p>The Board did discuss this, but without the analysis of the impact on individual clubs and a full process where clubs can provide their views on the pro's and con's, it was decided that this change wouldn't be put to this AGM, but work would be done through the club forums on possible changes for 2020.</p> <p>Gary Auckett, stated was a good time to review affiliation model.</p> <p>Chair: If there are no further comments, I'll ask that someone moves to accept that the Affiliation fees for 2019 remain at:</p> <ul style="list-style-type: none"> <li>• \$25 for a junior and</li> <li>• \$50 for a senior</li> </ul> <p>Moved: Chris McKenzie                      seconder: Corey Love</p> <p>All in favour? Carried</p>            |
| <p>10. Election of Board and Committees</p>                  | <p>Chair: We now move to the election of vacant positions of Elected Board members.</p> <p>Under the Transition clauses of the Constitution passed at the SGM in July last year, all current Board members are deemed to have resigned as at mid-night last night, being the date before the election of the new Board.</p> <p>Under clause 10(a) of the Constitution, the Board shall comprise of 5 elected Board members and up to 2 co-opted by the Board.</p> <p>There have been 5 nominations received by clubs for the 5 vacant positions.</p> <p>Members will note that Matey Galloway's nomination has been received from Mitchell Park Squash Club, although the club is no longer a member club of Squash Wellington. The club was at the time of the closing date for nominations, therefore the Board deems the nomination to be valid. [10(f) valid whether or not they are a member of Squash Wellington]</p> <p>I'll now read out the name of each nominated candidate and ask them if they wish to briefly address the meeting:</p> <ul style="list-style-type: none"> <li>• Matey Galloway – Mitchell Park</li> <li>• Barry Ryan – Martinborough</li> <li>• Brett Simon – Upper Hutt</li> <li>• Ann Smith – Thorndon</li> <li>• Brad Watts – Thorndon</li> </ul> |

| Item   |   |
|--|---|
|  | <p>As there are 5 nominations made for 5 positions, these persons for which formal nominations were received shall be deemed to be automatically elected to office.</p>   |
| <p>11. Remit to update the SW Constitution</p>             | <p>Chair: As I have now officially resigned and a new Board is in place, albeit without yet a Chair elected, is the meeting comfortable that I continue to Chair the meeting?</p> <p>A copy of the updated Constitution with amendments added has been circulated. These amendments were done to tidy certain areas of the Constitution after feedback from Squash New Zealand and Island Bay Squash Club. Thank you to both parties for their support with this.</p> <p>The main changes made are:</p> <ul style="list-style-type: none"> <li>• Updated the reference to Squash New Zealand Incorporated.</li> <li>• The number of Objects has been reduced and moved to Powers of the Board as advice was to keep the Objects succinct.</li> <li>• To clarify that Squash Wellington is a conduit rather than the conduit between Squash New Zealand and the clubs.</li> <li>• Have removed the provision to delegate powers to a separate entity outside Squash Wellington. Can only delegate to an entity that is accountable to the Board.</li> <li>• Have added in the clarification from Squash New Zealand on what constitutes a member club.</li> <li>• Added in a use of information clause inline with Squash New Zealand.</li> <li>• Added back in the District Manager as an Officer of the organisation.</li> <li>• Clarified that a vote at a general meeting can be on any motion, not just election of Board members.</li> <li>• Clarified that votes must be in person, not by post or proxy.</li> <li>• Added in specific clause on acting within Health &amp; Safety legislation as part of Board duties.</li> <li>• Clarified a transition clause so it's clear that the Chair election occurs after the Board has been elected and Board member terms determined.</li> </ul> <p>I'll now pause there for any questions on the proposed Constitutional changes.</p> <p>If there is no further discussion, John Kirkup put to the meeting the motion:</p> <p>“That the updated Squash Wellington Constitution (2019) be adopted by the members of Squash Wellington Inc.”</p> <p>Seconded: Dayne Far</p> <p>All in favour? Those against?</p> <p>Motion carried</p> |
| <p>12. Election of Mark Millar as Honorary Life Member</p> | <p>Chair: A nomination has been received to elect Mark Millar as a Honorary Life Member of Squash Wellington because of long standing contribution</p>  |

| Item                   |  |
|------------------------|--|
|                        | <p>to the game in this region. I'd now like to ask Rob Walker to address the meeting in support of Mark's nomination.</p> <p>Snippet of his achievements.<br/> Member of Kapiti Squash Club since 1973<br/> First represented Wellington in 1982<br/> Honoured with Life membership of Kapiti Squash Club in 2012<br/> Committed volunteer at club, District and national level for over 30 years<br/> 24 Kapiti club champion titles<br/> Also bred two Junior national Champions!</p> <p>Chair: Willie Bicknell has put forward the motion to accept Mark Millar as an Honorary Life Member of Squash Wellington.</p> <p>Seconder: Chris McKenzie</p> <p>All in favour? Motion carried.</p> <p>We will celebrate this achievement at the 2019 annual awards.</p> |
| 13. General Business   | Chair requested any other General Business. There was no other Business  |
| 14. Closing of meeting | The Chair concluded the meeting at 8.02pm  |