

Board Meeting Minutes of Ordinary Meeting: 18th March 2021

Location: via Zoom

Present: Ann Smith (AS) (Chair), Bradley Watts (BW), Brett Simôn (BS),
Catharine Sayer (CS), Willie Bicknell (WB) (DM) DG joined at 7.44pm

Apologies: Darin Galliers – may be able to join later (DG)

1. REVIEW OF MINUTES OF PREVIOUS BOARD MEETING – 18th February 2021

True and correct record of Minutes

Moved BW / Seconded CS

Matters Arising from Previous Minutes

i. Squash Your Way

- Monthly returns
- Elevate into Action Point for WB
- Monthly/ongoing

Discussion around how WB will make returns to SW

- Make a spreadsheet
 - Identify clubs
 - Age groups

SYW - Dropbox in Operations

Cut-off date 31/04/21

2. CONFLICT OF INTEREST:

BW raised an issue of AS conflict with Evan Williams - relationship between AS and EWS conflict, and there were comments made at the National Champs speech from EW, who named AS and Brian and sponsors

AS questioned BW claims and evidence of Ann and Bryan Smith being personal sponsors of Evan Williams. BW response was Evan said he was sponsored by the Smiths in his acceptance speech. AS challenged the accuracy of this claim and suggested BW check his claim.

BW advises that as there is a perceived conflict of interest, AS should not take part in budget discussions relating to coach funding or appointments.

AS did not see a conflict existed and described the process to the development of the programme. Her involvement was more than what expected due to lack of action from the DM who was responsible for the development of the programme.

AS also advised the decision to appoint EWC was on the advise of the DM. AS did ask the DM if this should come to the Board to which the DM said EWC was the only option.

BW said EW was involved in the process as well as WB

BW "Is there a conflict or not? If there is then minute, it and move on or if not - then minute that and move on.

There is a duty of care of the Board to note a perceived conflict of interest whether there is one or not."

Online discussion re this matter

Participants: AS, BS, BW & WB

BW: I have 3 coaches who may ask if there were opportunities to tender for the programme - then my answer would be "no"

WB: EWC was the best coach for the Squad Development Programme, Nick Mita had made himself unavailable previously therefore EWC was the only option - he (WB) will wear that

Minuted COIs:

AS re EWC

BS - Superchamps if any voting required as his club has put in an EOI for hosting 1 of 3 grades

3. OPERATIONAL UPDATE - DISTRICT MANAGER

Report submitted by WB – in Dropbox – Tabled:

SYW:

- \$30 a day cost - Facebook funding
- 88 sign-ups
- will drop reports into Dropbox apps

Interclub

- Autumn interclub underway - doing well
- Head 900 - 30 players
- Women's 800 – 28 entries
- Juniors – Some entered
- Clubs advised 16 is OK

Superchamps Hosting

Will be announced at AGM

District		National	
B Grade	Thorndon	B Grade	Invercargill
C Grade	Hutt City	C Grade	Alexandra
D Grade	Island Bay	D Grade	Manurewa
E Grade	Red Star	E Grade	Gisborne
F Grade	Squash @ Upper Hutt	F Grade	Te Puke

ACTION POINT:

**WB/AS: Add Women’s 800 Series purpose to March Newsletter
Possible Summer League?**

BW left at 7.00pm

Masters Group

Update:

- Still looking for 2 members
- Working Group can sort their own issues
- Developing Master of Masters (MoM) competition
- Rep Policy finalised and due to go out next week by the 25th of March

Sponsorship/Grant Funding

- Kath – Soft Skills - \$1000 sponsorship
- Ritchie Hoare - Keen to sponsor something perhaps Master of Masters
- WB to explore sponsorship strategy document and what options are available. Otherwise go to Plan B.

ACTION POINT:

WB to contact Kath & Ritchie to work through options on sponsorship offers

Development Squad

- EWC Contract
- WB has been in contact with Tim (A Matter of Sport)
- \$8000 needed from grants
- Resolution from finance meeting was \$9.5K needed from Pub Charity
If we didn’t meet the funds from players contributions, will need a new resolution to seek further funding

**Resolution: WB to make application to Pub Charity for \$9,500
Moved WB / Seconded CS. CARRIED**

ACTION POINT:

WB to reinstate funding status table

Selectors

- Juniors:
 - Gemma Gee
 - John Tait
 - Hannah Wyeth
- Seniors:
 - Nil

WB: Recommendation: We accept the three applications as submitted. We will have three selectors, plus a board member or DMR *CARRIED*

ACTION POINT

WB to update selection criteria to add: 3 selectors + board member or DM Seniors to be readvertised

7.44 pm DG Joins Meeting

Senior Nationals Update

Possible date change for nationals to accommodate Joelle King to mid-August possibly 13th to the 15th.

This may conflict with the Red Star tournament

Resolution: Support change of date to Senior Nationals to accommodate Joelle King Moved BS / Sec CS. *CARRIED*

ACTION POINT

AS to report to SNZ of decision

PSA Tournaments / Satellite Tournaments

- PSA Tournaments may be available in SW District
- Send out benefits poster to clubs if they wish to hold one
- Clubs should contact Shelley kitchen at SNZ rather than SW

Newsletter

Reminder to clubs to send this stuff to WB

AS: Head 800

International Women's Day

Women's Tournament at Tawa: 72 people 9 x 8 draws

Recognise players ++

Tradie Advertising/Directory in newsletter - tradies with skills to offer

AGM

Financials all done

CS Who wrote the narrative?

Do we need to identify that covid-19 cause to drop? No

Need to remove last two paragraphs from a full plus the sentence before the comma (in the financial report)

BW BACK 8.05pm

AGM: 1 drink /per person/per time

4. GENERAL BUSINESS

SNZ Update

- WB & AS to update and set up and share
- 16th of April at Club K
- We only need significant updates. Carried
- SNZ AGM – anyone can attend
- Virtual (on-line) meeting 31/03/21
- WB & AS attending via On-line

Club K

- Agreement that we should maintain the same agreement for their profits.

AGM Docs

- Nomination for Life Membership to SW submitted for John & Judy Harrison on behalf of Squash @ Upper Hutt. – For voting on at AGM
- Board Nominations: Brad Watts & Ann Smith
- Remainder of Agenda looks good
- Chair Report
 - Remove National Result
 - Work along with WB to produce a report that doesn't duplicate

Affiliation Fees

- Process has been adequate to date
- If changes needed – can be re-visited
- These won't be changed – SEM's/affiliation

Capital in Squash

- Dame Susan Devoy is only in a caretaker role until a GM is appointed in future
- Looks good moving forward

- Assistance available to Club K offered if available.
- WB to co-ordinate resources.
- BW offered his assistance etc

Sponsorship Strategy

- AGM PREP
- Done
- CS: don't advise "sponsorship is difficult"

Squad Reports

As tabled in Dropbox

5. BOARD ONLY SESSION

Board went into committee at 8.54 pm

Out of committee at 9.12 pm

6. Meeting Closed 9.14 pm

Next meeting:

April 15th

Thorndon Club

6 p.m.

Attendance Notes:

BW – left at 7.00 pm

DG – Joined at 7.44 pm

BW – re-joined at 8.05 pm

WB – Left meeting when Board went into Committee

7. ACTION POINTS (renumbered as at 17.03.2021)

Id	Status	Raised	Due	Owner	Description
1	Open	20/02/20	Feb 2021	AS	Coach PD review to be completed AS
3	Open	19/03/20	April 2021	AS	Draft Business Continuity Plan in New Year, in place for new 2021 SW Board

					Sport NZ have provided a template for populating
4	Open	20/08/20	16/09/20	DM	Feasibility of a Road-show report
5	Open	16/09/20	22/09/20	AS and DM	Determine access rights and interim ground rules for Instagram
6	Open	16/09/20	-	DM	Note club operating models as potential hui item
7	Open	16/09/20		AS	Initiate contact with SW board members to share information on SW and SNZ strategic objectives and SW business generally. Update: Not available November meeting – will look to lock in December. Update 23/12 - will look to see availability in the NY.
8	Open	22/10/20	Dec meeting	DM	Contact M Currie for website remedial work
9	Open	23/12/20	February	DM	Launch SYW with pilot group – clubs that responded. Clubs to run their own initiative, SW to ensure website and email drops are ready to go as per plan.
10	Open	23/12/20	24/12/20	DM	EOI to be sent out for Squash Wellington Development Programme
11	Open	23/12/20	February Board meeting	DM	SW Lifting Coach capability recommendation – where are our gaps and how can we address these? How do we leverage SNZ Coaching Framework within Wellington and ensure our people are aware of the framework and how to track and ensure practicals are available for individuals who have completed the online modules.
12	Open	23/12/20	January Board meeting	BS/CS	Create letter to clubs regarding Super Champs expectations as per Upper Hutt incident. Letter completed – For Board Review / Approval at March Meeting
13	Open	23/12/20	February Board meeting	DM/BS	Website refresh – recommendation on what and how this will be done. Include resource and costs associated.
14	Open	23/12/20	January Board meeting	BS/CS	Create letter to clubs regarding Super Champs expectations as per Upper Hutt incident.
15	Open	23/12/20	February Board meeting	DM/BS	Website refresh – recommendation on what and how this will be done. Include resource and costs associated.
16	Open	18/02/21	10 days before AGM	WB	Send out AGM Agenda along with Nomination & Life Membership info. Advise recipients that Financials will be sent out prior to AGM

17	Open	18/02/21	Pre 8 th March	WB	Info packs sent to Clubs re SYW
18	Open	18/02/21	March Meeting	CS / BW / AS	Background into what/where/ how for Grant Funding/sponsorship. BW to assist strategically AS to include in Newsletter
19	Open	18/02/21	Pre March-Meeting	WB / AS	Advise SNZ of SW stance on Combined Affiliation Fees
20	Open	18/02/21	March Meeting	AS	Provide figures for SW vehicle
21	Open*	18/03/21	Not specified	WB/AS	Women's 800 Series purpose. What is it for? Possible Summer League?
22	Open*	18/03/21	Not specified	WB	Contact Kath & Ritchie to work through options on sponsorship offers
23	Open*	18/03/21	Immediate	WB	Reinstate funding status table
24	Open*	18/03/21	Immediate	WB	Update Selection Criteria for Selectors to add 3 selectors + board member or DM
25	Open*	18/03/21	Immediate	WB	Readvertise for Senior Selectors
26	Open*	18/03/21	Immediate	AS	To advise SNZ of decision around change of Senior Nationals Date