



Minutes of Squash NZ Board Meeting

- Held:** Wednesday June 4, 2014. Telephone Conference Call. 7.00pm
- Present:** Tony Johnston (Chair), Linda Kenny, Tony Alexander, Greg McKeown, Steve Dunbar, Matt Taylor and Jim O'Grady (Chief Executive)
- Apologies:** None
- Conflict of Interest:** None
- Minutes:** The minutes of the meeting held May 9, 2014 were accepted as a true and correct record
Moved: GM / SD Carried
- Matters Arising:** National Squash Centre loan.
Having researched the previous minutes of SNZ and the NSCT it would appear that the money advanced by SNZ was to be treated as an interest free loan. CE to confirm this with Bruce Davidson along with the documented evidence.
- It was agreed that the CE and SD would arrange to visit Club Kelburn and conduct an internal audit on behalf of the SNZ Board as a follow up to the auditor's report.
- GM advised that the update of the 2014 CE KPIs would be completed within the next two weeks. A new set of KPIs would be established in September for 2014 / 2015 year.
- The Board agreed to adopt the revised Directors Policy Handbook.
Moved: SD / GM Carried
- Resolutions:** The Board of Squash New Zealand approved Capital Expenditure of \$1,500, including GST for the purchase of a new Laptop for Club Kelburn.
Moved: TJ / MT Carried
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1. Affiliation Levy

The proposal for a new Hybrid SEM / GLL affiliation model had been circulated to the Districts with positive feedback. The required constitutional changes had been made for Board approval and adoption at a Mid-Year SGM.

The SGM notice would be circulated to Districts on Thursday June 5, in accordance with the SNZ constitution. Clubs would be advised of the new levy proposal and rule changes the following week.

2. APDS Progress for 2014 / 2015

The intent of the process was for the Board, National Office and Districts to contribute their ideas on what SNZ should be doing next year. It was agreed that individual Board members would forward their ideas to the CE by June 9 which would be collated with the National Office ideas. A summary of these ideas, identifying key themes aligning with the SNZ strategic plan, would be sent to the Board for further approval before circulating to the Districts.

Districts would then be invited to submit their ideas on major initiatives for next year using the summary document as a guideline for the future direction of SNZ.

3. Marketing and Branding

All Districts have received their new style guides and rebranding files. There is still some work required to finish individual content but it should be complete within the next two weeks. SNZ launched the new brand on June 3 with changes to the website and other media. Three Districts have yet to sign a MoU in regard to the rebranding. CE would follow up to finalise.

MT advised that the "Go for Gold" CWG promotional campaign was set to go live June 16. SNZ would work with the Districts to promote the campaign and engage the clubs. A dedicated page on the SNZ website along with a "Go for Gold" banner and newsletter articles would be used to promote the campaign. Clubs would be able to download files to print posters. T&Cs had been confirmed and would be attached to the banner.

No progress had been made on the developing a marketing plan. CE to forward marketing information to MT.

4. WSF AGM Delegate

It was agreed that the SNZ Board would support the attendance of Gerard DeCourcy at the 2014 WSF agm on the condition that he puts forward a nomination for Vice President of WSF. TJ to confirm support to Gerard and advise him the Board would review this position after the agm this year.

5. **Mid-Year Presidents Meeting**

A Special General Meeting will be held in conjunction with the mid-year presidents meeting to approve proposed changes to the SNZ constitution. A notice of meeting would be sent to Districts June 5 stating the business along with supporting documents.

Other topics for the meeting to include-

SNZ report card

Club Development forum

Kiwi Squash Stage 2

District input to the SNZ annual plan

Possibly a key note speaker

A representative from the 2013 Club of the Year to speak

It was agreed that CE seek a legal opinion on the proposed constitutional changes before the meeting.

6. **National Squash Centre**

At the Board meeting held May 9 Bruce Davidson, Chairperson of the NSCT, explained that the trustees had always treated the money advanced by SNZ as a grant, not a loan and not to be repaid. The CE had reviewed the available files and correspondence and confirmed that SNZ had treated the advance as a loan. CE to write to Bruce Davidson to confirm the findings and ask the NSCT to address the repayment of the loan.

Meetings with Squash Auckland regarding future plans for the NSC had been positive and encouraging.

7. **Membership Survey**

MT and JO to finalise the details and implement the survey. Districts to be consulted before the survey is conducted.

8. **Finance**

The financial reports for SNZ and Club Kelburn to 30/4/2014, having been previously circulated, were accepted a true and correct record.

Moved: TA / TJ Carried

9. General Business

Priorities

Connection had been identified as a key priority by the Board. GM suggested that relevant and effective MoAs with the districts would improve connections and at the same time governance.

The MoA review process should encourage Districts to suggest ways that the collaborative agreements could work better. Examples of co-operation included Coachforce, Kiwi Squash and Rebranding where the Districts and the National Office have worked successfully together to achieve common goals.

10. Motions to Apply for Funding

The SNZ Executive Council agrees to apply for funding as and when required.
Moved: TJ / TA Carried

11. Next Meeting

Friday July 4, 2.00pm. Jet Park Inn, Auckland.

12. Meeting Closed 9.05pm

Signed.....Chair, Squash New Zealand

Date.....