



SRASA BOARD OF DIRECTORS MEETING

MEETING:

5.30pm Monday 14th August 2023

LOCATION:

The Robin Hood Hotel – 315 Portrush Road, Norwood

Teams link - if required – call James 0401902571

1. WELCOME (ATTENDANCE) – (MB)

Present:

M Boyce (MB)

S Abishara (SA) (Ex Officio)

L Aspinall (LA)

S Meeks (SM)

A Challis (ACh)

A Cope (ACp)

A Challans (ACh)

J Rogers (JR) (Ex Officio)

D van Zon (DvZ) (Ex Officio)

1.1 CONFLICT OF INTEREST DECLARATIONS

LA abstaining from racquetball voting, 4.2.3

1.2 1.2 APOLOGIES – JP

1.3 1.3 GUEST(S) – N/A

2. CONFIRMATION OF THE MINUTES AND MATTERS ARISING FROM PREVIOUS MEETING – (MB)

ACh expressed concerns regarding format of minutes and will provide some amendments for DvZ to execute. Adjusted minutes will be approved by circular resolution.

3. THE SOUTHERN

3.1 1834 Contract update – (MB/SA/AC)

SA updated the Board on the recent advice received from Clelands lawyers regarding SQSA entering into a potential lease arrangement and the ongoing review of the 1834 management agreement. SA informed the Board that the advice received from Clelands confirmed that a potential lease arrangement would be problematic for the Association given The Southern operates under a Club License.

ACh Informed the Board that she would have Clelands formally present this advice on letterhead and clarify a few points in the advice to ensure greater clarity for Members.

3.2 Southern Committee verbal update (MB/SA)

SA provided the Board an update on his recent discussions with Broadway Property regarding potential development opportunities for The Southern site. He also provided the Board an update on a potential marketing campaign on Facebook and discussed the need to review The Southern Committee structure and Terms of Reference.

Action

SM to review the members on The Southern Committee and its Terms of Reference (ToR).



4. STRATEGIC PILLARS

4.1 PERFORMANCE

4.1.1 June 2023 Financial Reports – (MN)

SA and MB spoke to the June financials and noted the revaluation of gaming licenses and land value. SA informed the Board that the Association finished the year with a loss of ~\$61k that was mostly due to lower-than-expected gaming revenue and that Squash SA expenses were as expected. SA noted that a social media marketing campaign aimed at increasing revenue at The Southern revenue would be an important tool to increase revenue.

Action

June financial reports considered and approved.

Move: ACp Second: AS

4.1.2 Review of the FY23 Business Plan plus FY24 Strategic Plan & Business Plan update – (MB)

MB discussed the FY23 Business Plan and preparations for FY24 and informed the Board that JR been provided with greater direction from himself regarding the simplification of the FY 24 Business Plan. MB informed the Board that with a change of personnel and the planned simplification of the FY24 Business Plan that a decision had been made not to review the FY23 Plan but to incorporate any relevant items into the FY24 Plan. MB informed the Board that he and JR would prepare the FY24 plan, and it would focus on regional clubs, schools, junior interclub, beginner adults with Corporate Cup and volunteer engagement.

Action

JR to prepare 24 business plan for discussion at next meeting.

4.1.3 Draft FY24 Budget – (SA)

SA spoke to the FY24 draft budget which had been approved by the Finance & Risk Committee. SA informed the Board that the Association was aiming for a budgeted profit of \$35k and \$85k in positive cashflow.

Action

FY24 Budget considered and passed.

Move: SM Second: ACp

4.1.4 Transition Process report – (MB/SA)

SA provided the Board with an update on the handover of GB to JR and SA. SA informed the Board that SQSA staff were managed well through the transition and the morale of staff was high.

4.1.5 Finance & Risk verbal update (SA / MN)

SA provided the Board an update from the recent Finance & Risk Committee meeting which focused on the FY24 budget and gaming machine changes.



4.2 PARTICIPATION

4.2.1 SQA affiliation update & SQSA Membership & Affiliation update – (JR/SA)

JR informed the Board of the recent changes to the Squash Australia affiliation model and the new player registration system called RevSport. As a result of these changes, JR informed the Board that Squash SA had also reviewed its affiliation pricing structure.

For individual members using the new RevSport platform, JR informed the Board that Squash Australia had created an affiliation/player insurance fee and that Squash SA would also charge an affiliation fee with Clubs charging their own fees.

JR informed the Board that the new fee structure had been communicated to all players and clubs, with more information and training to occur over the coming weeks. JR Noted that this was the first change to the amount of fees charged by the Association in the last seven years.

JR also informed the Board that Squash SA had decided to provide affiliation fee rebates for regional SA clubs when their membership numbers reached a certain amount and the rebate could be seen as an additional revenue stream for regional clubs given they don't receive the same services from Squash SA as metropolitan based clubs JR informed the Board that this approach would incentivise regional clubs to increase their affiliated members and give players insurance and other member benefits.

ACH informed JR that any affiliation fees charged by SQSA needed to reflect the membership requirements contained in the constitution given that membership was no longer based on the number of registered players.

Action

New fee structure considered and passed.

Move: SM Second: ACh

4.2.2 Changes to Racquetball Pennant Bylaws (JR/SA)

Action

Deferred until completion of bylaw review.

4.2.3 Appeal from Will Gray regarding A Grade racquetball grading (JR/SA)

The Board noted that the decision made by the Racquetball Committee relating to the nomination of the Campbelltown team was not made against a transparent set of principles or decision-making guidelines. The Board also noted that there was no framework or transparent guidelines regulating decisions made by the Committee in relation to that by law. ACh expressed concern that the committee responsible for making the initial decision also heard the appeal which was contrary to natural justice and due process principles relating to the management of complaints.

Due to the absence of transparent guidelines regulating the decision making of the committee and the lack of due process in the management of the complaint the Board determined that there was no basis to support the original decision and that the team play in the order as nominated.



The Board agreed that an audit be conducted of its by-laws to identify gaps relating to decision making and the management of complaints and appeals and to ensure that decision making and grievances were aligned to the processes contained in the SQSA constitution.

Action

Squash and Racquetball Committee to create a written guideline/procedure on correct grading process to be aligned to the bylaws and constitution. Aiming for a 3-month timeframe.
An audit of SQSA bylaws be conducted to identify gaps relating to decision making and the management of complaints and appeals in line with the SQSA constitution.
JR to draft response to Campbelltown and the Racquetball grading committee.

Move: AS Second: ACh

4.2.4 Squash & Racquetball Committee verbal update (LA)

LA (chair of S&R Com) stated that at the last S&R meeting, members discussed the new affiliation.
model, and requested Board approval for new members to be added to the S&R committee.
LA informed the Board that currently there is only one nomination to approve, Michael Chunys. However, there could be new nominations brought forward to the next meeting to be approved.
LA informed the Board that the committee is currently reviewing the terms of reference and is increasing the number of annual meetings up to 6 per year. The Board agreed that the Chairs of each Committee should develop a current and future skillset matrix to guide the appointment of current and future committee members.

Action

The Board approve Michael Chunys to be welcomed onto S&R Committee.
Committee Chairs look at developing a skillset matrix to guide the appointment of current and future committee members.

Move: SM Second: ACp

4.3 PROFILE

NIL

5. GENERAL BUSINESS

JR discussed potential opportunities for Squash SA to get involved in new facilities in the community and informed the Board that he is working on a formal strategy and plan, and to identify key people.

6. POLICIES AND PROCEDURES

NIL

7. IN CAMERA

NIL

8. BOARD DIARY

8.1 Approval of the AGM



The Board approved a proposed the AGM date of Monday 23rd October 2023. SA informed the Board that this would provide sufficient time to create the required notifications and to manage the Elected Director nomination process.

Action

Approved by LA

Moved: AS

Seconder: LA

8.2 Date of next Board Meeting - 18th September.

9. AOB

10. CLOSE MEETING 7.45pm