

## **SQUASH & RACQUETBALL VICTORIA – BOARD MEETING**

**18:00 Thursday 03/12/2020 via Zoom**

### **MINUTES**

1. **PRESENT** - Sarah Fitz-Gerald (President) [SF], Karen Cagliarini [KC], Olivia Coles [OC], Leon Faustini [LF], Judy Kool [JK], Kevin Quick [KQ] and Paul Vear (Interim General Manager) [PV].
2. **IN ATTENDANCE** – Prayansh Desai (PD).
3. **APOLOGIES** – Nil.
4. **DECLARATION OF INTEREST** – None.
5. **MINUTES OF THE PREVIOUS MEETING held 22 October 2020**

**Motion:** That the Minutes be accepted as an accurate record of the meeting.

Moved: JK

Seconded: KQ

**CARRIED**

### **6. MATTERS ARISING FROM PREVIOUS MINUTES**

6.1 Board Skills Audit (LF) – Additional time required to complete assessment.

6.2 Review Of Metro Melbourne Interclub Pennant Competitions (PV) – Further discussion delayed until the 2021 Autumn Pennant is up and running.

6.3 S&RV Website Review (PD) – Review completed and included recommendations benchmarked against other similar websites. PD will consult with various individuals and organisations and prepare a further report for the GM.

### **7. PRESIDENT'S REPORT – SF**

7.1 Squash Australia Forum & AGM – SF and PV attended the meeting via Zoom on 21-22 November.

Participation, Profile and Governance Chairs spoke followed by discussion various topics. Victoria spoke of unity and transparency as well as grass roots participation. Affiliation was discussed in the hope something will be proposed by March and finalised by June for implementation for the 2021-2022 financial year.

PV referred to proposed Squash Australia 2021 affiliation fees and suggested that due to the substantial shortfall in fees received in 2020, Victoria may not be in a position to support the fee structure for 2021. In addition, concerns were raised regarding a substantial difference between what Squash Australia collected from the States for insurance and what they actually paid Marsh Insurance. This matter is currently being assessed by the interim CEO Adam Carter of Queensland who has a financial background.

President Jo Brodie was re-elected, and the new Board members are Greg Blycha (WA) and last week Cindy Flower (SA) replaced the recently resigned Christine Sinclair (NSW).

Squash Australia registered a loss of \$136,851 for the 2020 financial year and many questions were asked regarding its finances, Carrara's finances and the Board of Directors for Carrara. The President has indicated that she will respond to these as soon as possible.

7.2 S&RV GM Position Update - SF indicated that once we are aware of the updated COVID rules and have a better understanding of affiliation fees receipts, we expect to commence the

interviews. In the meantime, PV will remain as Interim General Manager and Brendan Downey would continue to provide him with additional support.

## 8. **GENERAL MANAGER'S REPORT - PV**

8.1 COVID-19 - All venues/clubs across Victoria had been informed of the recent guidelines provided by the State Government. We have provided access to a wide range of inclusive and adaptable posters, corflute signs and stickers, plus (thanks to Karen and Richard Cagliarini) a COVID-19-safe 'contactless' sign in and sign out system for venues designed by Squash Logic Melton. KC has offered to help them with the installation.

8.2 MSAC - Only HP Manager Raj Nanda who has been conducting 3-4 a week sessions for a limited number of our elite junior players had been at MSAC. As Queensland has opened its borders to Victorians, they will be able to compete in the AJC on 12-15 December. Raj will be taking/managing at least five players at this stage.

The MSAC maintenance crew has now identified the reason why we were having problems with our electricity provider Blue NRG. There has been a fault in the air conditioning system and undetectable from the office. PV met with MSAC to discuss the outstanding 31 invoices totalling \$21,000 going back to July 2019. Some progress was made and so far, we have paid \$6,400 for 6 invoices, with all the others still in discussion.

It seems S&RV was notified of various court rate changes which significantly affect charges to our group-booking clients in January 2020. PV indicated to MSAC that there have been no updated agreements with S&RV since 2015, and that we are entitled to HP court hire annually. They are now looking into this.

8.3 State Government and VicHealth Funding - Our spreadsheet containing details of our grants and relevant timelines, plus those that we have submitted applications for, is almost completed.

Our final report for Round 1 of the Business Survival Package is due by 31 December and we will then receive a final payment of \$15,000. We have been informed that we should receive notice on the outcome of our submission for Round 2 within the next 1-2 weeks.

We have recently submitted progress reports for our Foundation, Affiliation Support and Racquetball Rebels projects, and if accepted, a progress payment will be forwarded. It is our intention to launch our Racquetball Rebels program around mid-January, which will include special media kits etc.

8.4 S&RV Website/Social Media - We have produced a myriad of stories on various squash and racquetball identities plus our monthly newsletter. Meredith Hodson had taken over the social media responsibilities from My Sport Live with support from SF but following Meredith's departure to Vicsport, PD would assume this role.

8.5 Staffing – Meredith Hodson resigned and has commenced at Vicsport. Following discussion with others including SF, it was agreed that PD was the preferred replacement for Meredith. He will now be employed to work 5 days per week. Brendan Downey is continuing to help with general administration including the updating of all job descriptions.

8.6 2020-2021 Events Calendar - The only event left to be run in 2020 is the Westerfolds Open being held on 12-13 December. The 2020 Junior Christmas Cup, the forerunner to the 2021 junior events, and the 2020 Victorian Junior Championships have been moved to 17 and 23-24 January 2021 respectively, and entry forms are now available. We have also received notification from all of the 2020 event promoters and we aim to finalise the calendar shortly.

8.7 Squash Australia State Performance Pathway Coordinator (SPPC) - Since the release of the budget and key program details, there has been discussion between the States over some aspects of this program, in particular linkages with State programs and the value of the 3-day State camps. Further discussions will be held.

8.8 Metro Melbourne Interclub Pennant Competitions - Following discussions with the various metro Melbourne interclub pennant organisers, we are closing our entries on 15 January 2021 and commencing the State Open and SSL Pennants on 8 February. All the other competitions will commence one week later. It was noted that Squash Melbourne was admitted as a member of the Club Circuit Pennant competition.

**Motion:** PV moved that the State Open pennant fees be waived for next season as the first season for 2020 was not completed. CARRIED

8.9 Squash Australia Loan - Earlier this month S&RV paid \$5,000 off this loan and will need to further discuss this matter late December as the balance of \$45,000 is due by 30 April 2021.

8.10 Mornington Shire Council Capacity Plan - Nothing further on this development although final report not due until January 2021.

8.11 Vicsport Survey – The four focus groups (youth, presidents/venue managers, and then the other two groups by gender rather than location) commenced meeting in mid November.

8.12 Squash Australia's Executive Directors' Council Meetings – Now held fortnightly and conducted by Adam Carter, the Interim CEO. The agenda will be determined by the States, in conjunction with AC, and will cover the key issues of squash in Australia.

8.13 Squash and Racquetball Victoria Awards - Following the recent passing of three of our great squash people, David Donnelly, Bryan Bird and Judith Fitz-Gerald, PV requested the Board consider naming three new annual awards after them and to present them at our Annual Awards Night.

- David Donnelly Referee of the Year Award.
- Bryan Bird Administrator of the Year Award.
- Judith Fitz-Gerald Female Coach of the Year Award.

The Board agreed with one change, that the Judith Fitz-Gerald award would be for the Coach of the Year, incorporating both male and female coaches.

8.14 Victorian Junior Tournament Committee (VJTC) - PV proposed to establish the VJTC, with the inaugural committee comprising – Raj Nanda, Cassie Thomas, Karen Cagliarini and Brendan Perry. LF suggested representation from regional Victoria be considered, with likely candidates being JK and Ross Falconer.

**Action:** PV to finalise committee structure and Terms of Reference.

8.15 Betty Meagher Function - PV has discussed with Barbara Slotemaker De Bruine an opportunity to include a special event at our 2022 Annual Awards night for the 70th Anniversary of the formation of the Australian Women's Squash Rackets Association and the Victorian Women's Squash Rackets Association, both founded by Betty Meagher in 1952. It was agreed that PV continue working with Barbara on the proposal.

## 9. FINANCE REPORT

PV tabled the financial reports as at 31 October noting that there are adjustments to follow for affiliation fees in Income, to cover credits for those clubs that have paid for the full 12 months for 2020, plus various allocations to our grants.

There has been a very slow response from clubs re payment of their 2020 affiliation fees. This is understandable as they have only recently reopened and need to establish player numbers and collect fees from their members. Due to the new Constitution, the current financial year for S&RV concludes on 30 June 2021.

**10. MULTIBALL**

KQ circulated his multiBALL report to the Board. It included the hiring, operation and installation guides. The newly named Technology Working Group's Terms of Reference have been expanded due to the inclusion of the inflatable courts. The report contained several recommendations for its future, plus Daniel Attard has identified certain modifications that he believes will greatly assist in setting up the unit and dismantling it. Cost estimates are yet to be determined. Daniel has offered to build a custom-built trailer with some costs involved.

**11. STRATEGIC PLAN**

KC provided an update of her recent meeting with SF and PV. They recommended a "Soft Launch" of the Strategic Plan, developing a video titled "Coming out of COVID", and incorporating it with messages from various stakeholders via social media, our website etc.

**Action:** KC to complete the video frames and present to the Board for approval

**12. SQUASH AUSTRALIA**

Squash Australia is tendering out the positions of Auditor and Insurance Broker during 2021.

**13. STATE COACHING DIRECTOR APPOINTMENT**

PV indicated that there was an urgent need to appoint a State Coaching Director, initially to compile a database of Victorian coaches.

**Action:** PV and KC to prepare a Job Description.

**14. WORKING GROUPS REPORTS**

- Funding Advisory Group – Nothing to report.
- Coaching Advisory Group – Nothing to report.
- Participation Advisory Group – Nothing to report.

**15. CORRESPONDENCE - Nil.**

**16. OTHER BUSINESS**

16.1 MS 24 Hour Mega Squash and Racquetball Event – The 2021 MS event will be held on 1-2 May weekend at the Westerfolds Templestowe, Wodonga and Bairnsdale venues. An Event Organising Committee has been formed and met twice. Launch date is 19 January.

16.2 Ballarat Squash and Racquetball Association – LF indicated that he had been elected to the Board of BSRA.

**17. NEXT MEETING – TBA.**

Meeting finished at 9:05pm.