



SQUASH EASTERN INCORPORATED

Minutes of Board Meeting held on Tuesday 14th November at Hawke's Bay Lawn Tennis & Squash Club

PRESENT: Mike Willis (Chair), Cathy White, Trevor Walker, Jess Silvester

IN ATTENDANCE: Jacquie Sutherland, Murray Sutherland

1. Apologies

Dean Remihana, Jamie Keenan

2. Minutes of the Previous Meeting

The minutes of the meeting held at Hawke's Bay Lawn Tennis & Squash Club held on Tuesday 15th August were tabled at the meeting. They were passed as a true and accurate record of the matters discussed at the meeting.

Moved: Trevor Walker

Seconded: Cathy White

Carried

3. Matters Arising

3.1 Contractors' Remuneration

3.1.1 MW confirmed that Tania Wilis wished to step down from the position of HBSS Secondary Schools Facilitator.

3.1.2 There had been discussion at the previous meeting regarding re-aligning the remuneration to ensure that both the Interclub Facilitator and HBSS Facilitator were equally rewarded. Whereas as originally this was a funded position, latterly the facilitator had received the balance of any income after expenditure and this was varied up to a total of \$2.3k

3.1.3 Jacquie agreed to take on the HBSS role and proposed a total package of \$2k for both positions

Moved: Jeff Silvester

Seconded: Trevor Walker

Carried

4. Correspondence

Outward:

30.08: Email attaching Report on Inter District Teams event to SNZ

13.10: Audit to Pub Charity for September invoicing

20.10: Email to all Juniors selected for National Squads

31.10: Sanctioning request for Secondary Schools Squash for 2018 submitted

Inwards:

30.08: Letter from Jim O'Grady thanking Eastern for hosting the Inter District Teams

30.08: Letter from Pub Charity confirming grant of \$20,000

20.10: Email from Shelley Kitchen re Junior National Squads

20.10: Email from Greg McKeown re resignation of Jim O'Grady

There was some discussion about the way forward at Squash New Zealand, but only time would tell

24.10: Letter from First Light Foundation accepting our audit for the Junior Nationals Funding

26.10: Email from Greg McKeown re opening for Chief Executive of Squash

30.10: Email from Shelley Kitchen re National Squad Coaches

- 31.10: Email from Junior Armstrong, Sport HB, reminding that the Sanctioning requested needed to be completed
- 02.11: Email from Shelley Kitchen re National Squad Dates

- Various emails to and from Squash New Zealand and District Clubs regarding the 2018 Calendar of Events
- Various emails to and from Kim Thomson of NZCT and Mike Willis regarding funding for Administrator application and further details required
 - *Jacquie filled the Board in on the background and delay*
- Various emails to and from SNZ regarding the 2017 AGM
- Emails to and from Rod Bannister and Willie Bicknell re possibility of a triangular and confirmation of Newbiggin Shield for 2018
- Various emails to and from John Laurenson, Squash New Zealand and Megan Joyce regarding Champion of Champions at Ohakune
- Various emails to and from Hastings, Havelock North, HBLT, HBSRC and Tania Willis re court usage for 2018 HBSS competition
 - Moved:** Jeff Silvester
 - Seconded:** Cathy White
 - Carried

5. Finance

MW said that, once again, the District had realized a profit over the year – c \$4k - and things were looking healthy. Whilst this was pleasing, it was important to keep a good balance so we can still encourage funders to support us.

The Financial report was passed and it was moved that the accounts for payment be passed.

Moved: Cathy White
Seconded: Jeff Silvester
Carried

6. Junior Academy Report

After having our 2017 funding application deferred for 1 month, it was finally approved in August and we received \$20,000 at the end of August. This was great news as there was some trepidation as to whether it would be accepted.

Squash Eastern once again came to the party and helped fund the coaches while we were waiting for the funding.

I was away all of October so have just managed to get back to reality!

In September we held a meeting for the coaches. Present were Joel, Phil Drummond and Colin Hayvice representing the coaches and Mike, Cathy and Lisa Dooney for the Academy Admin. Apologies received from Murray as he was away, but was able to provide input prior to his departure. The meeting was great in that it gave the coaches an opportunity to discuss matters between themselves and make plans for the next year. Follow up with the coaches from that meeting will be underway shortly.

I haven't made any further progress with the policies and procedures for the academy but my full focus will now be on getting those finalised as soon as possible.

In the meantime, it's coaching as usual.

Moved: Trevor Walker
Seconded: Jeff Silvester
Carried

7. General Business

7.1 AGM

Scheduled for Saturday 2nd December at 1pm at HBSRC. JS confirmed HBSRC were able to host this.

Cathy White, Trevor Walker, Mike Willis & Jeff Silvester all agreed to stay on the Board for a further term. JS and TW would continue as a part of the two-year cycle but MW and CW would need to be re-elected.

Unless someone wished to step up, MW is happy to continue as President.

Dean Remihana and Jamie Keenan should be contacted.

MW and Jacquie outlined a conversation they had had earlier in the day about involving Gisborne and Central HB. In these days of technology, it was not necessary for a person to be present but they would participate via Skype, WhatsApp or Facetime. Contact would be made, prior to the AGM, with both areas.

MW also suggested that each Board member is assigned a project rather than just be available to turn up to each meeting.

7.2 Squash New Zealand AGM

CW would be attending this year as MW was unavailable. Jacquie would be accompanying her. SNZ would pay for both air fares, but Eastern would be required to pick up the costs of accommodation and the dinner for Jacquie and the single room supplements for both CW and Jacquie.

7.3 Interclub

Jacquie had collated responses to the Survey Monkey and these would be formatted and circulated

Wayne Kempton, MW and Jacquie to meet early in the new year to nut out the format and rules for 2018. JS raised some points. MW suggested he put these on paper and present them to the next meeting so they can be addressed at the Interclub meeting in the new year.

7.4 Eliminations and G&H Pot

JS questioned the way in which these events are rotated. Currently:

- Napier
- Havelock/Hastings
- Gisborne

These means that, assuming each Napier Club and both Havelock & Hastings alternate, under the current rotation Gisborne receive each event every three years whereas the other 4 clubs host the events every 7 years. Waipukurau are not in the equation as it stands.

Again, MW suggested JS put his suggestions in writing and these can be discussed at the first Board Meeting immediately following the AGM

7.5 District Awards

Jacquie explained that SNZ had expressed their disappointment that Eastern had, yet again, failed to contribute towards the annual awards. Jacquie had gone out to the Districts and asked for their input. All, but Midlands who were working on introducing an awards night in 2018, held an annual awards night based on varying criteria – dinner or finger food and a cash bar or sponsored bar; rotated around the clubs or at an off-site venue.

Each club are asked to nominated people for the various criteria and the District select the overall winners who all received a trophy they may keep.

The District awards must be selected before the end of October but these could be kept under wraps and the District Prize Giving could be held later in November or even aligned with the AGM.

The Board agreed that this is a good idea. Jacquie would put a document together for Board input and approval which can then be forwarded to the clubs. It was important that Clubs were aware of all the criteria and that nominations were not made just for the sake of it.

7.6 Matawai School

Murray Sutherland attended the meeting to speak to the Board.

Glenn Knight, the Principal of Matawai, had been in touch with Jacquie about the possibility of someone attending Matawai and taking the parents and juniors through some squash coaching skills.

The Junior school had 60 children and the neighbouring community centre has a squash court which is under-utilised.

Murray had tentatively agree, pending Board approval, to go to Matawai with Winona-Jo Joyce to take parents through the Coachforce online modules 1 and 2 (which are free) and get the kids on court for some basic squash. The dates would be Thursday 14th and Friday 15th December. Matawai have agreed to help fund this, but Murray asked the Board if they would be prepared to supplement this as he would be losing a full day's work and would appreciate help with fuel expenses.

It was also important that this is followed through a number (perhaps 4) times during the year so the momentum is not lost. If sufficient people are keen, he could take them through some other Coachforce modules which may be funded by SNZ if this depends on numbers.

The Board thanked Murray for his attendance and agreed to fund this to the sum of \$300. The Board also agreed to fund any ongoing visits to the school on the lines explained above.

Moved: Jeff Silvester

Seconded: Cathy White

Carried

The meeting closed at 6.30 pm

The next meeting will be on Saturday 2nd December following the AGM at Hawke's Bay Squash Rackets Club

Signed as a true and accurate record

Mike Willis

President, Squash Eastern Incorporated

Signed:

Dated: