



BOARD MEETING MINUTES
Tuesday December 13, 7:30pm
Conference Call

ATTENDANCE AND APOLOGIES

Apologies: Gareth Fleming

Attendance as follows.

Board: Greg McKeown - Chair (GM), Fran Hopkins (FH), Linda Kenny (LK), Steve Dunbar (SD), Vaughan Utteridge (VU)
Jim O'Grady – Chief Executive (CE/JO)

CONFLICTS OF INTEREST

None

STAKEHOLDER INPUT

None

MINUTES OF PREVIOUS MEETINGS

Purpose: To confirm the minutes and resolutions of the previous meetings held September 30, 2016.

Matters arising from minutes:

Noted that “fan” database would be activated from the end February 2017

JO elected to role of OSF president

Resolution

That the minutes of the previous SNZ Board meeting held September 30, 2016 be approved as true and correct record of proceedings.

Moved: SD / Seconded: LK Carried

Attachment: Minutes of the SNZ Board Meeting held September 30, 2016

STANDING RESOLUTIONS AND ITEMS FOR RATIFICATION

Resolution

Purpose: To apply for grant funding.

The SNZ Board agrees to apply for funding to support a range of activities as and when required.

Moved: LK / Seconded: SD Carried

Resolution

Purpose: To ratify the OOMR recommendation from the SNZ Board that a nomination for life membership meets the criteria for SNZ life membership and will be included on the agenda for the 2016 SNZ agm.

The SNZ Board agrees that a nomination for life membership meets the relevant criteria and should proceed to the 2016 agm to be voted on.

Moved: FH / Seconded: LK Carried

Resolution

Purpose: To ratify the OOMR (7/12/2016 via email and phone) to appoint a manager/coach for the EJB squad and 2018 WJB team.

The SNZ Board ratifies the recommendation of the HPAP to appoint Glen Wilson as the Lead manager/coach of the EJB squad and 2018 WJB team.

Moved: GM / Seconded: SD Carried

FINANCIAL REPORTS

Financial Reports SNZ and Club Kelburn

It was noted that not all the financial reports were available at this point because the migration to Xero accounting software was not fully complete. JO advised that full reports will be available once the 20th of the month payments had been processed.

ITEMS FOR DECISION

Item 1

To elect a Chairperson of the Board of Squash New Zealand.

For the election, the Chief Executive assumed the role of Chair and called for nominations for the position of Board Chair.

A nomination was received for Greg McKeown. Proposed: SD / Seconded: LK

There were no further nominations.

Resolution:

That Greg McKeown be elected to the position of Chair of the Board of SNZ.

Moved: SD / Seconded: LK Carried

Item 2

To elect members to the SNZ Board Standing Committees.

Current Members:

Audit and Risk Fran Hopkins, Gareth Fleming (Chair), Greg McKeown Ex Officio

HR Steve Dunbar, Greg McKeown (Chair)

Commercial Gareth Fleming, Steve Dunbar (Chair), Greg McKeown Ex Officio

Resolution:

Audit and Risk Committee

That FH and GF (Chair) be elected to the Audit and Risk Committee. (GM ex officio)

Moved: GM / Seconded: LK Carried

Resolution:

Human Resources Committee

That SD and GM (Chair) be elected to the Human Resources Committee.

Moved: GM / Seconded: LK Carried

Resolution:

Commercial Committee

That GF and SD (Chair) be elected to the Commercial Committee. (GM ex officio)

Moved: GM / Seconded: LK Carried

VU asked if there were sub committees for each of the 5 strategic outcomes of "Squash on the Move".

GM confirmed that strategic outcomes were topics considered by the full Board.

Item 3

To confirm the 2016 / 2017 Affiliation Levy.

Resolution:

The SNZ Board resolves that:

The SEM and GLL fees for 2016 - 2017 remain the same as the 2015 – 2016 year.

SEM = \$25.70 + GST

GLL Senior = \$12.25, Junior = \$5.20 + GST respectively

Moved: SD / Seconded: LK Carried

Noted that the 2016 – 2017 budget be amended accordingly to reflect a reduction in affiliation income of approximately \$9k + GST.

Item 4

To ratify the appointment of the National Selectors.

Resolution:

Senior Selectors

That Michel Galloway, Shelley Kitchen and Glenn Wilson be appointed as Senior Selectors.

Junior Selectors

That Joanne Williams, Graeme Randolph and Robbie Wyatt be appointed Junior Selectors.

Masters Selectors

That Wayne Seebeck, Linda Matson and Stephen O'Toole be appointed as Masters Selectors.

Convenor Wayne Seebeck.

Moved: FH / Seconded: VU Carried

Item 5

To ratify the appointment of Programme Directors.

Resolution:

Masters Director

That Wayne Seebeck be appointed as the Director of Masters Squash.

Moved: LK / Seconded: FH Carried

Referees Director

That Glenn Carson be appointed as the Director of Referees.

Moved: LK / Seconded: FH Carried

It was noted that Paul Wright had stepped down as the High Performance Advisory Panel Leader. JO had formally thanked and recognised the contribution PW had made to HP and would continue to engage with him.

ITEMS FOR DISCUSSION

Item 6

CE Review

The HR Sub Committee had met with the CE in Wellington November 22.

GM to provide a report to the Board before Xmas with a recommendation regarding remuneration.

Item 7

Squash Foundation

JO provided a brief update on progress with the Squash Foundation. An issue exists around charitable status and JO was seeking further advice on how this might be overcome.

Item 8

High Performance Manager update.

JO provide an update on the recruitment process and current situation. No appointment had been made at this point. SD commented that the process had been thorough and appropriate.

Item 9

Operational round-the-table

SD proposed that the February meeting of the SNZ Board consider secondments and gaps in the Board composition

LK advised that 8 of 10 mid-Canterbury clubs had agreed to reaffiliate to SNZ and recognised the contribution TJ had made.

VU asked about progress with the TOR for the working party post the forum and agm. GM noted that the establishment of the working party arose from the Squash Wellington remit on unified delivery and that would usefully be the key focus. GM, VU and JO to discuss the TOR further.

GM to call TJ to discuss future involvement on behalf of SNZ. Noted that SNZ should thank TJ appropriately.

SD suggested that where possible Board meetings be scheduled around national events and there be a higher level of integration with local administration and event organisers.

POSSIBLE MEETING SCHEDULE (TBC)

February 10	Board Meeting
March 24	Board Meeting
May 12	Board Meeting
June 30	Board Meeting / Presidents Meeting
August 18	Board Meeting
October 6	Board Meeting
December 2/3	AGM / Forum / Board Meeting (Saturday and Sunday)

Board members to advise availability and or alternative dates that would suit.

Meeting ended 8.45pm