



MINUTES OF SNZ BOARD MEETING

Friday October 16, 2015, 12.30pm, Napier.

Present: Tony Johnston (Chair), Linda Kenny, Matt Taylor, Steve Dunbar, Greg McKeown, Gareth Fleming, Jim O'Grady (CE)

Apologies: Dayne Far

Conflicts of Interest: Gareth Fleming – OJC / TTTS team selections

Items for Decision

1. Purpose

To confirm the minutes of the previous meeting held August 22, 2015.

Resolution:

That the minutes of the previous SNZ Board meeting held August 22, 2015 be approved as a true and correct record of proceedings.

Moved: Linda Kenny / Tony Johnston

Carried

Matters Arising from the Minutes

None

2. Purpose

To apply for grant funding.

Resolution:

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

Moved: Greg McKeown / Steve Dunbar

Carried

3. Purpose

To confirm the Out of Meeting Resolutions.

Ratification of the SNZ Senior Men's Team for 2015

The Senior selectors have recommended the following players be selected for the team to represent NZ at the 2015 World Championships in Kuwait - Paul Coll, Campbell Grayson, Martin Knight and Evan Williams. The NTR was Lance Beddoes. The Board thanked the selectors for their efforts.

Resolution:

That the recommendations of the Senior selectors for the SNZ Senior Men's Team to compete in the 2015 World Teams' Championships in Kuwait be ratified.

Moved: Gareth Fleming / Steve Dunbar

Carried

4. Purpose

To approve the financial reports for SNZ and Club Kelburn

Resolution:

The financial reports for SNZ and Club Kelburn to 31 August 2015, having been previously circulated, were accepted as a true and correct record.

Moved: Greg McKeown / Gareth Fleming

Carried

5. Purpose

To approve the agency agreement between SNZ and Penryn Trading Limited for the distribution of the Dunlop. An agreement drafted by the SNZ solicitor had been circulated to the CSC. The contract is for a 2 year period with a review each 12 months.

Resolution:

That a new two (2) year agency agreement commencing 1 September 2015, as circulated, with the amendment relating to stock loss / commission as noted by GM be adopted.

Moved: Steve Dunbar / Gareth Fleming

Carried

6. Selection Policies

Purpose

To review and approve the reviewed and updated selection policies for SNZ.

Resolution:

That the selection policies as circulated to the SNZ Board be adopted and that they be reviewed and approved annually by the SNZ office and SNZ Board.

Moved: Linda Kenny / Matt Taylor

Carried

7. Succession Planning

Purpose

To confirm board nominations for the 2015 agm and discuss options potential new board members.

For clarification the terms of current board member are as follows –

Tony Johnston	Elected in 2013 for 2 years	Term expires 2015
Greg McKeown	Elected in 2013 for 2 years	Term expires 2015
Steve Dunbar	Elected in 2013 for 2 years	Term expires 2015
Matt Taylor*	Elected in 2013 for 2 years	Term expires 2015
Linda Kenny	Elected in 2014 for 3 years	Term expires 2017
Dayne Far**	Elected in 2014 for 3 years	Term expires 2017
Gareth Fleming	Appointed in 2015	Term expires 2016

*Matt Taylor is not standing for re-election

**Dayne Far has tendered his resignation from the Board to take effect from the end of 2015.

There will be 5 vacancies at the 2015 AGM and the voting procedure will be as follows –

2 elected for 3 years

1 elected for 2 years (to redress Dayne's resignation)

2 elected for 1 year

Board members Tony Johnston, Greg McKeown and Steve Dunbar confirmed they would seek re-election.

Board Assessment

Purpose

To review the performance of the SNZ Board using the Sport NZ online assessment tool.

It was agreed to defer the board assessment until May 2016.

8. Sponsorship Consultancy

Purpose

To provide an update on the sponsorship consultancy with HTG including negotiations with possible partners. (Verbal report)

It was agreed that SD and GF would meet with HTG as soon as possible to discuss the current contract, to review the strategy, income to date and other options and report back to the board.

9. National Squash Centre

Purpose

To agree on actions to progress the discussions regarding the future of the NSC.

A discussion paper had been circulated prior to the meeting suggesting a number of options for the long term development of the NSC.

Resolution:

The SNZ Board in conjunction with Squash Auckland develop a strategic vision for the long term future of the NSC, including partnerships with other sports or recreational activities, to be taken back to both respective boards for further consideration.

Moved: Gareth Fleming / Tony Johnston Carried

10. Purpose

To confirm the selection of players to participate in the Oceania Junior Championships and Trans-Tasman Test Series with Australia in 2016.

Resolution:

That the squad of players as selected by the Junior Selectors to compete in the OJC / TTS be ratified.

Moved: Linda Kenny / Matt Taylor (Gareth Fleming abstained – COI) Carried

There was discussion about players who had missed selection and in particular Scott Galloway. It was agreed that this warranted special attention and the HPAP should investigate options for helping players such as Scott and then report back to the SNZ board.

It was recommended that the selectors contact by phone those who had missed selection (#3s).

11. Purpose

To approve the extension of the loan term to Squash Bay of Plenty

Squash Bay of Plenty had a \$6000 loan repayable to SNZ on the 30 September 2015 but had asked for an extension until 31 December 2016.

Resolution:

The SNZ Board approve an extension of the loan term to Squash Bay of Plenty until 31 December 2015.

Moved: Greg McKeown / Linda Kenny Carried

Items for Discussion

1. SNZ Strategic Plan 2016 - 2021

GM provided an update on the six year strategic plan for Squash New Zealand, Squash on the Move. The discussion focused on measurement criteria for the goals identified within the strategic plan.

Under each of the 5 main strategic outcomes measures were identified or confirmed to track progress against the plan. Further refinement was required to complete the measures but the following were noted:

Participation Growth	Club Members by year Secondary school payers by year Active coaches by year
High Performance	World Champion by 2016 HPAP to tell SNZ board what will happen by when
Facilities	Gather data Develop a facilities strategy Measure new courts built Club T/o and capex Courts in schools Resource database
Financial	SNZ obtains the P&L for every club Club profitability Committee capability Commercial income for SNZ - \$80k in 2016, \$160k in 2017, \$200k in 2018
Unified Delivery	Signed MoA with every district All districts and clubs using iSquash

Budget

There was considerable discussion about the capacity and capability of the national office. If the desire was to grow the business it would take additional resource to achieve this goal. The roles were discussed and agreement was reached

that a .5 FTE role would be a good addition to the HP programme. A job description to be developed and circulated to the board for consideration.

Another role for a commercial development manager was discussed and the options for how this might work. Longer term it was expected that the current work undertaken by HTG could be assimilated into the CDM roles and that role would also look after the maintenance of commercial partnerships. Some further work was required to develop a clear job description for this potential role and how it would be funded. This included the possibility of using capital reserves in the short term to establish and fund the role.

Resolution:

[That the SNZ six year strategic plan - Squash on the Move – be adopted.](#)

Moved: [Greg McKeown / Gareth Fleming](#)

Carried

General Business

1. Board Sub-Committees / Advisory Groups

There was nothing to report from the board sub committees.

2. District Reporting Template

It was agreed the reporting template be circulated to districts in its current format and it could be modified in future if required, based on the responses and feedback.

3. Awards

TJ would circulate options for the Personality of the year and Chairman' award to the other board members.

4. Annual General Meeting

It was agreed to include a discussion about annual plans and budgets for the forum.

It was agreed to include the district reporting template on the forum agenda. The template could be circulated prior to the meeting and responses collated and discussed at the forum.

GF to get the office to circulate the template and seek responses by November 13.

5. Retirements

Dayne Far and Matt Taylor were stepping down from the board and TJ thanked both for their contribution to the work of the board while they held office.

6. Next Meeting

November 28 after the agm.

7. Meeting Closed 5.20pm