

# Board Meeting Minutes

Thursday 13<sup>th</sup> March 2008 @ 12noon  
Squash Auckland Office

## MEETING ATTENDANCE

Present: Paul Cameron (Chairman), Tim Marshall, Kirk Richardson, Tanya Laurence, Bob Dey, Trudy Englebretsen (General Manager).

Apologies: Pam Gilbert

Kirk Richardson gives apologies for the next board meeting.

## PREVIOUS MINUTES

Moved PC/KR that the Board minutes of 1<sup>st</sup> February be accepted.

## MATTERS ARISING

Moved PC/BD that TM in conjunction with performance committee set GM KPI's before the next board meeting. TM/GM to work with researcher on 360 stakeholder review, to be completed in August/September.

Moved PC/TL that PM will present the viewpoint charter at the next board meeting.

Moved PC/KR that the BD/PG will prepare a brief summary of thoughts and findings from the Squash NZ AGM at the next board meeting.

Moved PC/TM that the Chairman will send introduction letter to clubs by end of March. To be approved by the Board via email prior to sending.

## DISCLOSURE OF INTEREST

None

## GENERAL MANAGER REPORT

### Office Move

Sports House decision on hold until further information and costs are supplied by Sport Auckland.

### Micro courts

Micro court business case tabled by GM and all options from continuing with the programme to disposal of the assets discussed.

GM/BD moved that the courts and trailers will be sold separately, GM to advise the trust that originally gifted the money for the purchase of the courts and advise the trust that the proceeds of the sale will continue to fund junior development. GM will advise clubs of rationale behind decision and the replacement programme overview.

### GM Reporting

The new method of the GM reporting directly against the business plan was discussed and agreed that it will help to focus the board and the GM on achieving these goals.

## CHAIRMAN'S REPORT

### Reporting & Governance

The new method of the GM reporting to the board against the Business Plan gives the board familiarity with operations. It was noted that while knowledge of operations is important for the board, the Board accepted they are trying to operate at a strategic level and not get unnecessarily involved with operational matters. Fine tuning the reporting requirements over time will improve reporting procedures and aid the board with delineation between operational and strategic issues.

PC/KR moved that PC will provide the board with a report at the next board meeting that will help the board to delineate between operational vs strategic matters in relation to Squash Auckland business.

## **FINANCE**

KR/PC moved to that the finance committee be instructed to make some provision to build capital reserves in the next budget.

### **Funding Discussion Paper:**

The funding options discussion paper was tabled with all possible funding avenues discussed.

PC/BD moves that TL/GM investigate the top 4 options presented in the funding discussion paper and develop implementation plan for the top 4 options (before the end of the year):

- Sale of Micro courts
- College Sport Competition Administration
- Intellectual Property of Interclub System
- Naming Right Sponsors

## **GENERAL BUSINESS**

### **Club Overview database (TM):**

Aim was to develop a club information database for the board.

This would provide the board the ability to know at a glance what is happening in each club.

Workload for the GM is an issue to implement, along with the operational nature of request.

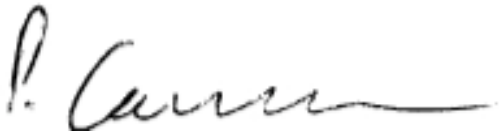
Agreed that this will be covered and incorporated in PC's governance research.

### **Other:**

GM to determine if another phone line should be installed and implement if necessary.

New Board meeting schedule approved.

Meeting Closed: 2.17pm



Paul Cameron  
**Chairman**

