

## Planning Meeting Minutes for meeting held at Ohakea Squash Courts on Tuesday the 19<sup>th</sup> December 2017 at 1900.

Meeting opened:7:02pm

Present: Glenn Blay, Dianne Tasker, Sheryl Hooper, Cindy Marsh, Grendon Davies, Tom Lumsden, John Laurenson, Pauline Slovak (Minute Taker) Rod Bannister and Mike Jack via phone.

Apologies: Melville Holmes, Marilyn Dolan, Aaron Stevens.

**Assign roles to committee members** – Spoke about sponsorship and how its dropped without someone in charge of this area. Spoke about the Prince sponsorship. Discussed about whether we can goto other raquet suppliers. John said we need cash suppliers, Sponsorship plan needed with what we want and what for, what can we offer them. Sponsorship required is \$2,500 to align with the budget. Cindy offered to look at making up a plan for sponsorship.  
High Performance Convenor – Rod suggested it come under the DC role. John advised we want someone to do the role as committee member volunterily. Rod understood that. John moved Glenn seconded.

**District Coach role** – Rod Bannister chosen to become District Coach. John asked if Rod had an associated budget for his plan. Rod did not but would work on one over next few weeks. Spoke about DC contract and renegotioating. \$30 Hr for caoching and \$20 for Admin Max of 10 hrs per week.  
John asked are we reliant on funnding grants to fund role. John said he would like to see the DC role not be reliant on grants we need to be willing to pay for a portion of it. John estimated \$15,000 for year plus travel. Rod said contract should be Feb – November. Di asked if we could annualise it. John said where is the allowance for travel for the coaching. John said we need to have a set contract budgeted for without the grants. Rod or anyone else taking on the role needs certainty. Glenn said we need to prioritise our overheads. If the funding is not there what do we cut.  
Rod said 2 main funders for coaching are NZCT and Lion Foundation. Based on what tennis coach said.

We spoke about Reps paying more they get a disproportionatre amount of the budget. John said at SNZ they rebelled about the HP budget also. Our strategic plan talks about focus on helping clubs not elite players.

Glenn said DC role is high on priority list and if we run out of money it will come out of the rep teams later in the year. Hopefully the DC role will grow numbers and increase affiliation fees received. We can move forward and keep reassessing as the year goes and grants come in.

When shall the contract start, Di asked if contract was good and Rod advised yes he is happy as is with new dates. Di asked about travel allowance, Rod said he tries to make travel efficient as possible. John suggested \$3,000 travel for the 10 mth contract. We decided that the budget for travel needs to be set and we asses it at the end of the year and adjust. Glenn said he will do some rough calculaions and we can look at it mid year.

Pauline to draft up a contract, Rod to co ordinate coaches for rep events, John asked if attending rep events is included in DC 10 hours? Di said it needs to be separate. Pauline spoke about the set amounts for events and Grant Watts contract.

<b>Set fees for coach &amp; Manager</b>
Squad Camp is \$100
Squad Trip is \$150 (overnight)
One Day Fixtures are \$100
Nationals is \$300

**Junior Prince series** – format points, prizes, coaching scholarships – do we keep same as this year?

Junior Prince Format, Rod said based on the survey they did at the final of the series, each club needs to do 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> prize. Pauline spoke about hosting recommendations. John said a bit of the problem is what grade the kids are put in on the grading list.

Pauline needs to emphasise no publishing of draws just have set start time for all of 9am it is then up to the host club to call any travellers that they maybe able to give a later start time too. Junior Prince to remain as is. Recommendation Divisions winners to get something special.

**Elite Programme** – plan, selection, fees, preferred national accommodation, Senior and Juniors are in Auckland and Masters are in TGA. John said once Master you should pay your own way. John said we are funding each player \$500, which is excessive.

Glenn said no to funding a team of just keen people it needs to be a top team. Glenn said we choose a couple from top and if they don't want to play then we don't pay for the team to go. If the team is not made up of our top players who will be competitive but rather keen players the district could maybe still subsidise slightly. Pay accommodation or entry fee.

Rod said Grant Watts is very clear about the format moving forward to accommodate people's lives. Planning around reps and their coaching/training requirements and capabilities.

We spoke about one dayers. Rod said there has been discussion around is there too much on the calendar. John said its often good for the a second stream player to represent as opposed to top player whom maybe unavailable.

Champion of Champions event – John said there's more buy in from other districts going forward and Central did a great effort at putting forward a cohesive team. John said its good how Rod jumped in a few weeks before the competition and pulled the team together further.

Pauline advised about rep booklet and code of conduct. Glenn said its a concern when there is a large shift in committee that jobs get dropped and missed and knowledge lost. Glenn said the team managers need to come to committee with plan and costing so we can come up with player contribution amounts and apply for funding from there.

**Micro Courts and their use** – no plan – Rod will track them down, and talk to sports trusts about their possible use. Di to wipe the Ohakune one off the books. The other is sitting at Wanganui Squash Club. We also have two inflatables one is at SquashGym the other is MIA. Di contacted Sally Stantiall to see where it went. She advised Wellington had borrowed it. Di said Rod will track down our inflatable from Willie Bicknell.

**Funding plan** – What requires funding and how much do we need, wages rep teams.

Resolution to apply to Infinity foundation for Admin wages for \$12250. or 6 months.

Moved by Di Tasker, seconded by Brendon Davies all agreed.

John suggested Wanganui community trust to try for funding.

**Buddy club allocations** – completed Pauline to publish.

**Refereeing** - forum end March beginning of April recommended by Mike and identify maybe 4 – 6 that want to progress to District Referees get their district rules out of the way. Di asked how do we find the people keen to do it? 17<sup>th</sup> Feb 10am – 2pm. Forum and exam then plan going forward. Rod suggested running the ref forum at coaching conference.

Board with video application, discussion and sit the test 4-6 people at Rivercity Squash Club Brendon to organise club.

Marilyn wants to really push some improvements of Club referees early in the year. Do we do this through club coaching evenings again?

Discussed annual leave for Pauline and to be paid out 1 week.

Di Tasker moved, Glenn Blay seconded all agreed.

Glenn said it has been a productive meeting, Its all new speak to me if I am missing anything or you need anything from me just to speak up and let him know.

**Next meeting via Skype on Wednesday 7<sup>th</sup> Feb at 7pm**

Meeting Closed 2147

#### Action List

Date	Action required	By whom	Due by date
19.12.17	Make up sponsorship funding plan	Cindy	By next meeting
19.12	Draft DC contract made up	Pauline	By end Jan
19.12	Update Junior Prince recommendations as per these minutes with suggested changes	Pauline	Feb
19.12	Team managers to bring plan with costing's to committee	Kelly, Rod, Melville	Next meeting
19.12	Wipe Ohakune Microcourt from books	Di	When appropriate
19.12	Talk to Sorts regional trusts about use of microcourt opportunities	Rod	Feb
19.12	Buddy club allocations to be updated and published	Pauline	ASAP
19.12	Make up refereeing forum poster and proof out	Pauline	ASAP
19.12	Book Rivercity lounge and set up video and whiteboard for 17 <sup>th</sup> Feb 10am – 2pm	Brendon	By 17 <sup>th</sup> Feb
19.12	2018 funding calendar to be made up	Pauline	Be next meeting
19.12	Apply Infinity foundation for admin wages	Pauline	Before Holiday

Minutes certified as true and correct

Signed \_\_\_\_\_ Date \_\_\_\_\_