

Meeting Minutes for meeting held on 30th March 2020 at 7:30pm via Zoom.

Meeting opened:

Present: Christine Rukuwai, Marilyn Dolan, Denise Reid, Joy Koolen, Melville Holmes, Jeff See, John Laurenson, Allan Bailey, Brett Cook, Anneka Weterman, Brayden Bryce, Mike Jack, and Pauline Slovak (Minute Taker) .

Apologies: Sheryl Hooper and Daryl O'Hara.

Previous Minutes: 2nd February 2020

Moved by: Anneka Weterman, Seconded by Marilyn Dolan, and carried.

Matters arising from minutes: Ran through the action list. Spoke about the capabilities workshop and Allan's attendance as he has that portfolio instead of Pauline doing everything as in some other districts.

Correspondence inwards & outwards – Received by all.

Pauline Slovak moved that inwards is approved and outwards is noted, Christine Rukuwai seconded, carried.

Treasurers Report – Sheryl Hooper – Received by all.

Hope every one is going to cope with the lock down, just need a power cut now and that will send some people crazy, We are lucky as we have about 200000 Ha to roam around and our bubble is about 25 people, with food getting delivered twice a week to the main gate which is 9 km down the drive way.

So as for my report what a month and sorry for the big mess with affiliation fees, three invoices have been sent to clubs with hopefully the last one been correct, so the first invoice we were give the wrong numbers for the SEM, Then the second one the GST was incorrect so fingers crossed the third one is correct. So in the report you will see that some clubs are in credit and some still have a balance to pay.

I have advised Pauline that central will need to actively start looking for a treasurer as I feel I cant and don't put 100% into it and it is not fare on Central.

Cheque Acc Balance	\$8,817.15
BNZ Term Deposit	\$44,361.55 Matures 13th Aug 2020
TSB Term Deposit	\$10,824 Maturity date unknown.

Payables and receivables attached.

Christine asked if any of the Term deposit money was earmarked for anything, Pauline advised no not at this time. All looked at money owing still a few people that are quite overdue. Mike asked about overdue invoices and if the people knew they owed money. Christine said they receive an invoice each month to remind them. Hopefully Sheryl has advised them about the 10% and that will give them a hurry up. Pauline to follow up with Sheryl about this.

Christine Rukuwai moved all accounts be paid, Seconded by Brett Cook, carried.

Junior and Senior Report - Melville

Not too much to report juniors versus eastern was in last meeting, senior 1-dayers on hold until after lock down, other then that just be safe.

District Captain Report - Marilyn

- I have deleted all interclub events off iSquash system in our zone.
- Club WOF – how are we going to go about this, at their meetings are by email, and hope they reply.

- Re club compensation, Like Willie Bicknell's suggestion that SNZ look at reduced levies, and maybe us. As most clubs rely on tournaments and in house events to help pay these.
- Eventually got Foxton and Levin in lockdown. Very hard to get through to the male population that this is serious.

COVID - 19 Update and planning

Pauline spoke about the events, feedback is to postpone instead of cancel events as long as they can be fitted in. But we support cancellations that are required. John said realistically not much will go ahead this year. Mike said tournament organisers need a decent amount of time to find sponsors so plenty of notice would need to be given for events to go ahead.

Christine said we will go week by week and maybe we should concentrate on supporting the clubs and their tournaments instead of Nationals this year.

John said teams events will go before individual events as the individuals can decide whether to take on the risk as opposed to a club or district who would be more conservative. Christine said that SNZ has deferred payment of affiliation fees and will look at it at a later date. Christine said they should reduce the fees pro rata. John said we should reduce affiliation fees by how much we received to cover Pauline's wages. Going club by club we would have to look at the SEM's, John thought keeping the same rules for everyone and if they have a problem with paying come to us for special dispensation. If it causes your club undue hardship speak to us. John asked should we wait to see. He also asked if we have casuals who are due to work. Victor, Kaye and Pete could be applied for as they would have been employed in the coming months. Mike spoke about the club membership, and that we just pro rata everything down and that we expect this to be passed onto to individual members. Christine said a lot of clubs have subs going out now but many of them will probably flag it. Anneka said put a hold on the affiliation fees for now. Pauline said no Trust funding for the year maybe even next year. Mike said the structure of the district is integral that takes priority over the events. Christine said we want to protect Pauline's position as this maintains the structure.

Spoke about the affiliation fees and deferring if difficult and assess the second half in August to make a decision about discounting it. If they are finding it very difficult then approach us directly. All agreed. John said we should not expect payment at this time. More importantly than the bill is the advice we should send something out along the lines of the Auckland email.

Pauline to draft up new email based off of Auckland email, draft out to the committee.

Coaching Facilitator Role

Christine asked about feedback, obviously we can't get this up and running for now. No funding at this stage, but if we can get this done it will be ready to go for the next year or when the time is right. I still believe it is the way to go for Central. Making sure the small remote areas have support with developing their coaches. With help one on one. Christine asked if everyone was happy then we can pass and bench it for a sunny day.

Christine moved that the contract and job description be adopted and to be deferred until a time that is suitable to implement. Seconded by Marilyn Dolan, all agreed. Passed.

Managing Executive role/job description

Christine has had discussions around this with other districts and spoke about how the others have their districts managed with more done at a management level not a governance level. We shared the BOP job description and this means the person is able to put more time and capability to get stuff done. As we have seen in the past sometimes we struggle to get stuff filled like team managers or sponsorship roles. We would still allocate rolls to board members but the Manager would take on more. For example Joy may still oversee masters but the manager would do all the work. Getting stuff done and maybe see the game grow. Something to consider for the future and it's where SNZ is moving towards so there is someone to put in the time to structure things. Christine said Pauline does a lot of it already. Can everyone please have a look and think about it, it's a direction I think we should consider. Joy asked about how Pauline thought of it. Pauline said

there are good and bad to it and the challenge was paying for it. Christine said it's something to consider. Have a think over the next month or two and we will return to it for discussion.

Strategic Plan Update - Work in progress. Christine has asked Pauline to the it over as she has time at the present.

Shirts for supporters - Anneka said haven't even looked at it too busy at the moment. Christine advised no rush.

Buddy Club Update -

Denise - I have been in touch with Stratford who have had some changes with Pete Mischefski resigning. Have not been in touch with Waitara at all. Christine asked if they are financially sound. Denise did not know as had not asked them about their finances at all.

Allan - Ohakea - Nothing:(

Anneka- Haven't talked to mine yet need contacts. Melville advised who to contact.

Brett - Attended Dannevirke AGM and they are ticking along nicely. They Cc me into emails to Pauline asking about reductions in affiliations.

John - Taihape Just spent \$20,000 to redo the walls and they were due to start their business house. They will bounce back quickly as they have good membership numbers.

Joy - Whanganui and Rivercity, both having AGM, Rivercity had theirs and Whanganui's has been cancelled.

Marilyn asked about SquashGym and Joy said no AGM will stay as is until crisis over.

Marilyn - Ashhurst AGM attended they are going well, no meetings planned. Feilding nothing much happening.

Mike - Not in touch with Inglewood. Haven't been there since C grade super champs last year. Not sure who the President is at the moment. Melville thinks President is Darren Baxter. Stephen Foremen is the club captain. Mike will make contact.

Jeff - KP doing ok have plenty of contact with them. Okato and have not talked to Eltham. Who do I talk to at Eltham?

Brayden - In contact with Tararua they had to cancel the meeting he was scheduled to attend he will try and contact them again this week.

Christine - SGPN, Foxton, Levin all in hold. Foxton and Levin chairman's been in touch with. Foxton rely on tournaments for income as they do not have bar so the are being hit very hard with possibly two cancelled.

Levin should bounce back if we get out of this situation soon.

Pauline said three clubs have part time staff and they have been advised about wage subsidy, John said even the cleaners who only work 1 hour a week can apply for that to be covered. The employee has to be paid the entire lot of the subsidy though.

General Business –

Chairs meeting in Auckland was a good discussion, I will share the notes but please do not pass it on. At this stage they will not restructure but they will look at board structure for the future and work better with and support Jamie as CEO. A lot of the issues were cause by too many changes all at once. Lack of communication and Management coming through. July was the deadline for outcomes but this may now change. I will share with you and feel free to ask questions. It was a good meeting that had developments.

Next Meeting: To be via Zoom, **30th April at 7:30pm.**

Meeting Closed: 2136.

Action list to be completed.

30.3.20	Follow up with Sheryl to make sure 10% added to late invoices and people owing get a statement each month as a reminder.	Pauline	Done yes they do.
30.3.20	Complete strategic plan and proof to committee for feedback	Pauline	During April.
30.3.20	Club WOF or Capability, follow up with your buddy clubs at end of April to see how this is going, Pauline will advise if survey received and share it.	Committee	End of April
30.3.20	Look into BOP job description and consider how our district could move to this type of model with a full time manager not a part time Admin person.	Committee	To be discussed at May/June meeting.
30.3.20	Look into getting supporter gear	Anneka and Melville	When possible. Can plan now order when lockdown over.
30.3.20	Develop email to clubs, help through Covid - 19	PAULNE	DONE
2.2.20	New rep booklet to be developed	Pauline and Fletch	Currently stuck with Fletch? Pauline to follow up.
2.2.20	Meeting around participation	Allan and Christine	As required
2.2.20	Put note on all future invoices that 10% will be added each month on accounts 3 months overdue. Current overdue accounts to be advised this will start from March so they have time to take action.	Sheryl	Pauline to check if this has been implemented.
2.2.20	Book one dayer dates in for 2021	Melville	Before calendar process starts.
17.5.19	Follow up trophy from BOP for triangular with Central, Wellington, BOP.	Pauline	Done awaiting BOP hunt for it. Followed up with Marcus on 1.4.20.