



SQUASH AUCKLAND INC
45th ANNUAL GENERAL MEETING HELD NOVEMBER 19, 2008
At Sport Auckland House, Alexandra Park, Level 3,
Gate B, Greenlane Road
At 6.30pm

Apologies:

Apologies were received from the following clubs voting delegates: Auckland Squash Centre,
Howick, Warkworth
John Endean (Royal Oak)

Board Apologies: Kirk Richardson
Life Member Apologies: Alison Childs

Present:

Board/Squash Auckland Management:

Chair: Paul Cameron
Board: Bob Dey, Tim Marshall, Pam Gilbert, Tanya Laurence
Squash Auckland: Trudy Englebrechtsen (General Manager)
Steve Hodges (Development Manager)
Jason Kay (Development Officer)
Paula Browning (Accountant – Sport Auckland)

Voting Delegates:

Belmont	Not Present	Browns Bay	Allister Zimmerman
Devonport	Debbie Sims	Eden Epsom	Greg McKeown
Franklin	Frazer Jamieson	Grammar	Heather Findlay
Henderson	Mike Hobbs	Herne Bay/Ponsonby	Mark Roberts
Howick	Not Present	Kumeu	Not Present
Manurewa	Karen Hadfield	Maramarua	Not Present
North Shore	Garry Samuels	Panmure	Pam Gilbert
Papakura	Carolyn Roberts	Red Beach	Bob Dey
Remuera	Aileen Buscke	Royal Oak	Kelly Townsend
Airforce	Andrew Bannan	Navy	Laurie French
Shepherds Pk	Heather Findlay	Silverdale	Not Present
Te Kauwhata	Not Present	Te Papapa	Lisa Flux
Titirangi	Wayne Campton	Waiuku	Betty MacDonald
Weymouth	Allen Nicholson	Warkworth	Not Present

Life Members:

Gower Dallimore & Elaine Penney

Observers:

Keith Hobman (PK), Gregor McGregor (AF), Dave Fraser (HB), Cathy Heron (NV), Paul Wright (RM).

Welcome:

Chair welcomed everyone to the meeting

Item 1 – Roll Call

Apologies were tabled and taken from the floor and a roll call of voting delegates was taken.

Item 2 – Confirmation of Minutes

Motion: The minutes of the previous AGM held 13th November 2007 are taken as read and confirmed as a true record of proceedings.

Paul Cameron/Mark Roberts

Unanimous

Item 3 – Matters Arising

Motion: There were no matters arising from the minutes of the Annual General Meeting held 13th November 2007.

Item 4 – General Managers Report**Item 5 - Chairman's Report**

The GM and Chairman delivered a joint presentation about Squash Auckland's achievements in 2008.

Key deliverables in 2008 included: Website (inclusive of club portal), Online Interclub, 36 level 1 coaches educated and 2 level 2 coaches educated, Club Development Day, Club strategic Planning, Online club member survey sponsored in 13 clubs, Apex Insurance premiums negotiated, Xero accounting package introduced, research currently being undertaken in secondary schools, intraclub introduced in regions, introduction of programmes for club junior development and piloting programmes with schools.

Question asked did Squash Auckland get it right this year. Responses were as follows;
EE – The GM has great leadership and good guidance, The Strategic Plan is good, and Squash Auckland is delivering. It is difficult to get everything right but Squash Auckland is getting a lot right.

WA – It seems that this year there is less flexibility to meet club needs. Squash Auckland needs to make sure that they cater for all clubs.

RM – Agree mostly on the right track, impossible to work solidly with every club each year.

WY – No problems with Squash Auckland. We are a small club and every time we ring we get the support we need.

HB – mostly getting it right. What measurement is Squash Auckland using to know if we are making a difference?

Chairman's Response: Each Strategic goal has a measure/target – if something doesn't fit the goals then we try not to do it.

GM reports quarterly against Strategic Plan measures. Additionally the GM has a business plan which has more detail and she also reports against that.

HB - It is important to get the foundation right.

Heather Findlay – (as a player) Squash Auckland has under achieved. Interclub loss of players, numbers falling. 6-10 years lost lots of players particularly women.

Chairman's response: Women in squash have the largest growth potential.

Interclub competition – review of competitions in on the agenda for 2009. We need to review how we currently do things and how things can be improved to better meet the needs of players.

RO – strategic vs operational. What are we getting for our affiliation fee?

Chairman Response: list of things outlined in presentation (above) reiterated.

EE – It's about trading statement losses for clubs. Concerns about affiliation fees.
NV –Thanks GM & SDO for online interclub. Huge step forward.
Growth – grading list measure at recent glance was under 3000.
Aimed at Board – strategic for making clubs responsible for growth but Squash Auckland is responsible too, providing templates is not the answer. Volunteers and busy clubs need more support in growth area. Interclub good, checking out players, juggling teams. Online has added new dimension to interclub.
Gower Dallimore – sophisticated governance, hopefully all clubs will answer yes next year.

Squash New Zealand Update

Board actively lobbying SNZ – reviewing what they are doing and assisting in the development of their Strategic Plan.

Draft available, player centered and club focused. With focus on facilities.

Heading on same path as Squash Auckland and we hope for more support in the future.

Board and staff a heading to SNZ AGM this weekend.

Motion: The General Manager's & Chairman's Report be accepted.

Paul Cameron/Greg McKeown

Unanimous

Item 6 – Annual Report and Statement of Accounts for 2008

Unqualified Audit report – important for applying for funding.

Sponsorship grants down, reflection of the times. Less funding meant that less was spent. The Board recognised this and re allocated accordingly.

Statement of position: 93K on working capital

Equity increased slightly from previous year. 164K in comparison to 145K

Discussion Points

HB: Management and Operations was down on budget, was Labour fully deployed all year?

Answer: 1 month of DM not employed but otherwise fully deployed.

Significant cash surplus – significant difference from budget

Accounts receivable – more than last year. – Timing issues, \$15,000 was banked the next week.

WA: Office Space: Entitlement at Squash National Squash Centre why did you shift– supposed to be stage 2 development.

Didn't pay anything at SNZ office, cost savings post office box etc, shared services, approx \$6,000 for SNZ.

NV: Do you have a lease agreement with the Sports House.

Accountant: Squash Auckland have a memorandum of understanding with Sport Auckland and must give 3 months notice to withdraw from Sports House.

GR – presentation of the accounts – happy with format but the budget does not correspond with accounts?

Chairman: Recommendation of auditors to change to format in – headings are the same.

Breakdown of what is included in each area is outlined below the headings to illustrate type of areas covered.

Reflection on what auditors have advised.

Motion: The tabled Annual Report for 2008 & the Statement of Accounts for the year ended 30th September 2008 in the format presented be accepted.

Paul Cameron/Aileen Buscke

Unanimous

Item 7 - Election of Members of the Board

Kirk Richardson, Pam Gilbert & Bob Dey are due to stand down by rotation this year. Only Pam Gilbert has offered herself for re-election.

Written nominations received for Dave Fraser and Pam Gilbert.

Pam Gilbert and Dave Fraser are duly elected in accordance with the constitution.

Item 8 - Election of an Auditor

Hayes Knight were thanked for the work they did on the accounts, they have been Squash Auckland's auditors since 2005.

Motion: Hayes Knight be retained as the auditors for the 2009 financial year.

Paul Cameron/Laurie French
Unanimous

Item 9 – Election of an Honorary Solicitor

Thanks Mike for his service, long time supporter of squash in the region. (1974)

Motion: Michael Sumpter be reappointed as the Honorary Solicitor to Squash Auckland.

Paul Cameron/Debbie Sims
Unanimous

Item 10 – Increase Affiliation Fees for 2008

Under the new policy, the SEM levy will be increased annually by the consumer price index (CPI) in the quarter immediately preceding the AGM.

However if a large project (which requires additional funds) is proposed then the Board may propose a higher SEM increase for that year.

The Board believes that this is a logical solution that can be replicated by clubs while also ensuring that large increases or 'catch ups' are not necessary.

Affiliation Fee History

- 2004 - \$17
- 2005 - \$17
- 2006 - \$18.70
- 2007 - \$21
- 2007 Levies for Other Districts:
 - Northland \$26 incl gst
 - Waikato \$20 + gst
 - Wellington \$24 + gst
 - Canterbury \$28 + gst
- 2008 \$23
- 2009 \$23.70 (Proposed)
- Affiliation fees contribute approx 20% to Squash Auckland's income
 - In 2009 it will be 21.6% of total income.
- The 0.70c increase proposed is \$2,000 in total from all Auckland clubs.

NV: Every year the increase needs to be brought to the AGM.

Chairman: Correct, it is voted each year, the policy highlights what the board propose for the future.

EE: I phoned a couple of presidents, there is forward thinking on this. EE affiliation fees (tennis and squash, Auckland or tennis) club fee \$540 take out affiliation (over \$100 – 20%) overhead cost on only guaranteed revenue.

10 years ago = 10% now 15%. Gone up 5% more than the subs have gone up. 5% of subs is \$10K.

Squash Auckland is the largest organisation so therefore has economies of scale (so should not compare to other districts).

It may only be \$2000, is budgeting for a 5% increase in numbers gives more.

Need full members to make a commitment. Can't increase a sub of \$540 at rate of inflation.

Need to increase the number of members.

RM: Are many clubs thinking of putting up there fees. Hands raised showed majority of clubs are putting fees up.

Do we undervalue our services?

Chairman: You get what you pay for and clubs need to value services and benefits, clubs need to be prepared to invest back in the organisation.

SQAK is trying smooth out affiliation fee increases by removing large increases, the economy grows at a rate that is measured. Might not be approved every year. But the policy of increasing affiliation fees by the CPI is something that clubs can duplicate.

HB: Without structure we don't have a game. Have to get members accustomed to moving subscriptions annually if you don't do it annually you get bigger increases later down track.

Squash Auckland and clubs need to pass these costs on. Support Squash Auckland on increase.

Commitment from board to review policy.

Motion: That Squash Auckland affiliation fees for 2009 be set at **\$23.70 + gst.**

Votes against: RO, TT and MR

Paul Cameron/Aileen Buscke

Unanimous

Item 11 – Receive and approve budget

Grants – challenging goals for 2009 and an increased focus on sponsorship.

Expenditure:

Close to line – all money collected will go back into the association.

HB: Congratulated Squash Auckland on its financial management.

A level of detail to make fairly informed decision.

Commentary in future detailing where significant differences are in the budget on previous years and or link to Strategic Plan would be nice.

NV: Cut cloth to suit, constitution don't remove approval. Squash Auckland have to take it back to clubs.

GR – want more information in the budget.

Accountant: Clubs appoint a board to govern the organisation – level of detail becomes operational. The Board need approval for the neutral position budgeted not the detail.

HB: If needed the budget must be flexed.

Chairman: The budget is well monitored, variance reports and forecasts are provided to the Board at each meeting and where necessary the Board makes amendments.

TT: Where are the minutes to board meetings?

GM: On the website under the governance tab.

TT: Do we see all detail?

GM: No, clubs do not see variance reports and forecasts but board minutes have a financial update.

Motion: That the 2009 budget be accepted

Against: Shepherds Park and Grammar

Note: Board will provide commentary in future.

Paul Cameron/Wayne Campton

Unanimous

Item 12 – General Business

12a: Alteration to the rules (Constitution)

Squash Auckland moved to a board of governance and adopted the inaugural board constitution in August 2004.

4 years on many clauses related to the setting up of the first board which required updating. Additional gaps were seen such as voting and quorums and how clubs can become members of the organisation, hence the importance of the update proposed.

Browns Bay, Eden Epsom & Titirangi provided feedback on the amended constitution, with all feedback items summarised in the motion:

Motion: That the amended Squash Auckland Constitution be accepted with the following feedback changes incorporated:

- 5.2.2 – ‘Squash’ to remain in this clause.
- 10.2.4 – Remove Board and life members receiving an AGM vote each.
- ADD 3.1.2 “To foster the strength and support the growth of affiliated clubs”.
- 4.3 delete “The association may seek...as it requires.”
- 9.6.4 delete “...or secured investment authorised by NZ law.

Note: Only feedback not included in motion is including a reference to consulting with clubs about the affiliation fee, as voted on at AGM.

Paul Cameron/Kelly Townsend

Unanimous

12b: Remit

REMIT: "That points earned playing Masters competition be reflected on both Men's and Women's grading lists & if passed taken to SNZ at end of this week".

SNZ RESPONSE: An issue that has some implications. The AGM can move to take this to the general session of our AGM and ultimately if a recommendation comes from that meeting, it will be considered by the SNZ Board and the National Director of Stats, Steve Scott. You cannot move that it will happen as it's not under SQAQ control.

GR & SP: Masters clubs, both clubs have said they want to keep it how it is.

This year masters are badly graded.

Or reduce number of women in team as women play women more...

Chairman: It's about participation, if this is what people want and keeps them happy and motivated. Could be a struggle at the SNZ AGM, however increase flexibility is required to increase participation.

RM: In an ideal world should have a masters grading list.

If we knew the percentage of women that play both that would be interesting.

Key point is that it is not a men's competition. It is a master's competition.

GR: I do not know of any masters players who have mentioned this or who want this.

Motion: "That point's earned playing Masters Competition be reflected on both Men's and Women's grading lists".

Against: Shepherds Park & Grammar

Paul Cameron/Bob Dey

Chairman individually thanked outgoing Board members, staff and volunteers of Squash Auckland, and the Clubs for efforts put into the sport.

EE: Moved that we the clubs thank the Board, GM and team for work during year

Greg McKeown/Carolyn Roberts

Meeting closed – 9pm

A handwritten signature in black ink, appearing to read 'P. Cameron', with a long, sweeping horizontal line extending to the right.

Paul Cameron

Chairman