



**SOUTHERN BASKETBALL ASSOCIATION  
MEETING OF THE BOARD**

**MINTUES**

**MONDAY 19<sup>th</sup> March 2018 – 7:00 PM – 9:00pm**

**150 Tulip Street Cheltenham**

**Attendance:** Peter Ryan (President), Jenny Mouat, Paul Dear, Scott Harvey (Vice President), David Hopkins (Secretary), Corey Simpson

**Apologies:** Dean Cartwright (Treasurer), Craig Weir (A/CEO).

**Guests:** Nil

**Chairperson** – Peter Ryan (President)

**Meeting Opened** – 7:00pm

**1. Welcome** – Chairperson set the context for the meeting and outlined the agenda.

General Statement - Operational issues continue to be worked through by the CEO and the operational team. Association participants and staff still getting used to this however good progress is being made. This has allowed the Board to continue to focus on a more strategic agenda. The CEO recruitment remains on track. Board is currently focussed on six key areas.

1. Vision & Strategy
2. Draft Constitution
3. New Courts Project
4. Domestic Competition Review
5. Representative Program Review
6. People & Culture – CEO Recruitment

Chairperson asked if all present had received the agenda. Chairperson advised that the purpose of the meeting was to work through the agenda as set.

All Board Members agreed.

**1.1. Declarations of Conflict of Interest** – No conflicts of interest were declared.

**1.2. Minutes:**

Minutes of the previous Committee of Management meeting held on 19 March 2018 circulated.

Motion:

That the minutes of that meeting be accepted as a true record of the business at that meeting.



**Moved:** Dean Cartwright – **Seconded:** Paul Dear

**CARRIED**

## 2. Decisions

### 2.1 CEO Recruitment

Refer 7.1 for more detail

**Decision:** The Board agreed that a panel of three would interview shortlisted candidates.

**Action:** Panel of three Board Members to complete candidate interviews by Easter 2018. Director Corey Simpson to put together interview guide for panel.

### 2.2 & 2.3 Vision & Strategy Next Steps

Documentation was not available for discussion and decision.

**Decision:** Next steps discussion will be taken offline and reported back to the Board at the next meeting to confirm actions.

### 2.4 Bullying & Harassment Training (including Child Safety)

Refer 7.2

**Decision:** All Rep Coaches, Team Officials, Board Members and Operational Staff must complete Bullying and Harassment Training, and Child Safety Training by 30 June 2018. The programs are to be made available to Domestic Clubs. The programs are to be advised.

**Action:** CEO to make enquiries with Basketball Australia, Basketball Victoria and external providers. CEO is to provide options for the Board's consideration at the April Board Meeting.

### 2.5 Domestic Competition & Representative Program Review

Recent meetings between the CEO and Domestic Club Presidents have resulted in agreement to undertake a review of the Domestic Competition during the winter domestic season. The domestic competition will remain unchanged for the winter season.

A sub-committee will be formed to undertake an internal review of the senior and junior representative program.

**Decision:** Domestic Review - the Board has noted Meetings with Domestic Club Presidents and has agreed to undertake a review of the Domestic Competition during the Winter Domestic Season.

**Action:** EOI to be drafted and sent to Domestic Club Presidents and Life Members to join a working party before the April Board Meeting. Vice President Scott Harvey to manage Working Group reporting to the Basketball Participation & Pathways Board Sub Committee.



**Decision:** Representative Program – the Board has noted the need for a review of the representative program.

**Action:** Vice President Scott Harvey to engage with CEO and Head of Basketball to develop a 'Terms of Reference' (TOR) for the review and for consideration at the next April Board meeting.

### 3. Decisions (Offline)

Nil

### 4. CEO's Report

#### 4.1 CEO General Update

**4.1.1 Operational Changes** – Marketing Manager Aran Batish resigned from his role to focus on university studies. Position will be left vacant pending appointment of new CEO. Interim CEO and other operational staff to action day-day communications.

Finance Manager Ashlee Cronin resigned on short notice from her role. The position will be filled by a temporary contract person and supported by the CEO and Treasurer Dean Cartwright until a new appointment is completed.

**4.1.2 Rep Program – Coach and Team Official Vacancies** – u23 Men's Youth League advertising for new Assistant Coach. Advert placed on the website and communicated through coaching ranks.

8 out of 10 junior representative teams have reached VC. An outstanding achievement by the Coaching Staff and players.

**4.1.3 Member Engagement** – Meetings held with Domestic Club Presidents to address winter domestic season issues including rep points and general by-laws concerns.

Agreed will all Club Presidents to leave rep points structure and by-laws as is for the Winter Domestic Season and undertake a full review in preparation for 2018/19 Summer Season.

### 5. Finance & Audit

No financial reports were provided this month. This was due to the departure of the Finance Manager short notice during February.

**Action:** Replacement Finance Manager and Reports for next Board Meeting to be provided.

### 6. Governance, Risk & Planning

Refer 2.2, 2.3 and 2.4

EOI sent out to Club Presidents and Life Members for Constitution Sub-Committee.



**Action:** Provide verbal update next meeting.

## 7. People & Culture

### 7.1. CEO Recruitment update was presented by Director Corey Simpson.

Corey had reviewed the shortlist provided by the Agency and had conducted follow-up interviews with all 4 shortlisted candidates. Corey advised that the final shortlist of 2 had been reached. Corey recommended a Board panel be formed to review the process and participate in interviews of the 2 candidates.

Peter Ryan, David Hopkins, Paul Dear and Dean Cartwright declared conflict of interest in the recruitment process, each advising that they had a relationship with one of the candidates outside of the SBA. The Board agreed to exclude these directors from the recruitment process.

Corey Simpson, Jenny Mouat and Scott Harvey would form a panel and undertake interviews of the candidates and provide a recommendation at the next Board meeting.

**Action:** Corey to provide a recommendations paper for consideration at the next the Board meeting.

### 7.2. Proposed to engage with Basketball Australia and Basketball Victoria in the provision of bullying and harassment training for all Rep Coaches, Team Officials, Board and Operational Staff. Make training available to Domestic Clubs. Further, the Board agreed to also engage with parties to implement training around Child Safety.

**Action:** Further update to be provided to the Board at the next meeting.

## 8. Community & Stakeholder Engagement

Sponsor Nunn Media advised of its intention to withdraw its sponsorship of the SBA beyond 1/3/18.

The SBA Board thanked Nunn Media for its sponsorship and support since becoming a sponsor in March 2016.

The Nunn Media sponsorship was to the value of \$17K per year.

The shooting machine donated by Nunn Media in 2016 to the SBA was retrieved by Nunn Media. No agreement had been signed regarding the use and storage of the machine.

**Action:** The CEO will continue to review sponsorship arrangements, engage local businesses and seek corporate opportunities.

## 9. Basketball Participation & Pathways

Nil



**10. Faculties & Infrastructure**

Paul Dear provided an update – EOI sent out to all members and published on website

**Action:** Provide verbal update at next meeting

**11. Next Meeting:** Monday 23/04/18

**12. Meeting Closed** – 10.00pm

**End.**