

**SOUTHERN BASKETBALL ASSOCIATION  
MEETING OF THE BOARD**

**MINTUES**

**MONDAY 17<sup>th</sup> September 2018 – 7:00 PM – 9:00pm**

**Beaumaris Sports Club, 68 Oak Street, Beaumaris**

**Attendance:** Peter Ryan (President), David Hopkins (Secretary), Jenny Mouat, Paul Dear, Scott Harvey (Vice President), Craig Weir (CEO)

**Apologies:** Corey Simpson, Dean Cartwright (Treasurer)

**Guests:** Nil

**Chairperson** – Peter Ryan (President)

**Meeting Opened** – 7.01pm

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

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 of Previous Meetings:**

Minutes of the previous Board meeting held on 20<sup>th</sup> August 2018 have been circulated.

**Motion:**

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

**Moved:** Paul Dear

**Seconded:** Jenny Mouat

**CARRIED**

**2. Decisions Offline**

**2.1. BV JRC Rep Committee** - SBA was contacted by BV advising that 4 members of the current Junior Representative Committee of the VJBL were up for re-election. One of those members is Ian Leckie, SBA Life Member, former Board Member and representative Coach. Ian has contacted the Board to seek endorsement to re-nominate.

**Decision:** Via Email - all Board Members unanimously agreed to endorse Ian Leckie's nomination for re-election. Ian to provide nomination paperwork to the Secretary for President's signature.

**2.2. Rep Coaching Positions** - In accordance with SBA's Rep Coach & Assistant Coach Selection Policy the CEO presented to the Board a list of proposed junior rep (Sabres) 1's coaches' for the 2019 VJBL season.

**Decision:** Via Email – all members unanimously endorsed the list of proposed 1's coaches for the 2019 VJBL season with no changes recommended.

- 2.3. New Club** - The CEO received an application for membership from a new club to join the SBA - Aspendale Gardens Giants. The club proposes to enter 5 teams in the upcoming 2018/19 Domestic Summer Season. The CEO is seeking approval from the Board to allow this club into the SBA.

**Decision:** Via Email – Board members sort conformation that due diligence had been undertaken as to the clubs credentials, structures, systems and financial viability. The President advised Board members that he and the CEO had met with the President and other office bearers of the club. The CEO also advised that he had verified the club credentials, constitution, operational structure, systems, and financial viability. Further, it was noted that the club proposed to enter 5 teams which was in line with SBA's minimum club status requirements.

On that basis the Board unanimously approved the Aspendale Gardens Giants application for membership of SBA.

The Board welcomes the Aspendale Gardens Giants to the SBA.

### 3. Decisions

- 3.1. Nil at meeting

### 4. Child Safety

- 4.1. 'Play by the Rules'** – Child Protection and Harassment & Discrimination courses are run free online. These are to be completed by operational staff and Board Members. The CEO proposed that all Sabres Rep Coaches and Team Officials (Junior and Senior) will be required to complete by the end of the 2019 Rep Season tryout period (End February 2019).

**Action:** All Board members are to send copies of completed course certificate to the CEO and Secretary before next Board Meeting. Head Coaches to ensure this requirement is communicated to coaches and complied with.

- 4.2. Working With Children Checks** – This continues to be an issue for the Association with compliance difficult to monitor, particularly with Member Clubs who have not all adopted the Everproof system at this stage.

The Association notes its obligations and will continue to work with Member Clubs to ensure all coaches and team managers hold a current WWCC. The Board noted the compliance issues with monitoring Entity Teams who are not affiliated in any way with the Association. However entity teams are required to comply with the by-laws.

As a suggestion - the Operations Team to consider spot checks during the Domestic Season and also make it a requirement for all teams playing in the finals for coaches and team officials to confirm their WWCC to enable the team to play. These actions are under consideration. Further discussion is required with Member Clubs.

**Action:** To be discussed at the next Member Club Presidents meeting. Secretary and Vice President to review by-laws for WWCC compliance. CEO to discuss with Referee Supervisor to ensure all Referee's hold a WWCC.

## **5. CEO's Report**

### **5.1. CEO Operational Update**

Presented update of operational activity. Focus on 2019 jnr rep tryout process.

**Actions:** Nil

## **6. Finance & Audit**

### **6.1. Financial Reports** – Budget Presented by the Assistant Treasurer. Start of a new FY. Budget per forecast.

Board noted that the auditor appointed at the last AGM (Bayside Business Accountants (BBA)) had formally advised the Association that it would no longer provide auditing services to sporting Associations due to a change of hands.

**Actions:** Treasurer to find a suitable auditor to replace. Secretary to investigate process for appointing an auditor outside of the AGM.

## **7. Governance, Risk & Planning**

### **7.1. Constitution Sub-Committee**

Sub-Committee has finalised who our members are and proposed structure. Disciplinary processes are now being considered and will be confirmed at the next meeting.

**Actions:** Draft constitution to be circulated with Board members for comment once available.

## **8. People & Culture**

### **8.1.** Nil

## **9. Community & Stakeholder Engagement**

### **9.1.** New sponsorship pack presented to the Board.

**Actions:** Nil

## **10. Basketball Participation & Pathways**

### **10.1. Domestic and Representative Program Review**

By-Law's Final Draft was agreed to by Member Club Presidents who attended a meeting of the Sub-Committee on 22/08/18. All Member Clubs were sent a copy of the draft by-laws prior to the meeting and asked for comment and all were invited to attend the meeting on 22/08/18.

In accordance with previous Board agreements due to timing, the by-laws have been implemented effective immediately to ensure Member Clubs can apply them to the upcoming Domestic 2018/19 Summer Season.

It was noted that all Board members were provided with a copy of the draft by-laws in advance and were asked to provide off-line comment to Scott Harvey prior to the meeting of 22/08/18.

Note - some parts of the new by-laws will be trailed through the Domestic 2018/19 Summer Season and reviewed prior to the Domestic 2019 Winter Season i.e. points system.

**Action:** Scott Harvey to monitor implementation and establish a process of review (incl timetable).

## **11. Facilities & Infrastructure**

### **11.1. New Courts Project**

Waiting for council to advise on funding model. Upcoming stakeholder meetings to work in conjunction with council to maximise state and federal funding.

**Action:** Paul to follow-up with Council to establish funding model and stakeholder meeting schedule.

## **12. Other Business**

**12.1. Corporate Governance** - Each Sub-Committee to complete risk assessment form (Document to be posted in Dropbox)

**13. Next Meeting:** Monday 15<sup>th</sup> October 2018

**14. Meeting Closed** – 9:01pm

**End.**