

**SOUTHERN BASKETBALL ASSOCIATION
MEETING OF THE BOARD**

MINTUES

MONDAY 20th August 2018 – 7:00 PM – 9:00pm

150 Tulip Street, Cheltenham

Attendance: Peter Ryan (President), Paul Dear, Scott Harvey (Vice President), Corey Simpson, Craig Weir (CEO), Jenny Mouat, Dean Cartwright (Treasurer)

Apologies: David Hopkins (Secretary)

Guests: Nil

Chairperson – Peter Ryan (President)

Meeting Opened – 7.01pm

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. Noted the David Hopkins (Secretary) was an apology. Scott Harvey appointed to take minutes of the meeting.

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 16th July 2018 have been circulated.

Motion:

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

Moved: Corey Simpson

Seconded: Jenny Mouat

CARRIED

2. Decisions Offline

2.1. Existing IT Infrastructure was unsupported and required an upgrade. CEO seeking approval based on quotes for \$14.5K to upgrade IT Infrastructure.

Decision: Via Email - all Board Members agreed with requirements and approved funding up to the amount requested. However - CEO was requested to look at alternate IT Infrastructure to reduce quoted cost.

3. Decisions

3.1. 2019 Budget – Treasurer presented the budget to the Board.

Decision: The motion to accept the 2019 Budget was carried unanimously.

4. Child Safety

- 4.1. **Everproof** – CEO to ensure all Board Members WWCC are entered into the system. Further discussion with Member Clubs and Entity teams about compliance.
- 4.2. **Online courses** – All Board members are to complete relevant online play by the rules courses. All rep coaches, team officials and referees to complete courses. Further discussion with Member Clubs and Entity teams about ensuring coaches and team officials also complete the relevant courses.

5. CEO's Report

5.1. CEO Operational Update

Presented – taken as read.

Actions: Nil

6. Finance & Audit

6.1. Financial Reports – Budget Presented by the Treasurer

Reports were taken as read.

Board member asked whether the early payment discount should be removed given the need to raise funds for the new courts project (not included in proposed Budget). It was suggested that a proposed new fee structure to be presented to Member Clubs before April 2019 that was in-line with proposed business plan and funding structure for the new courts.

Motion:

That 2019 Budget be approved by the Board

Moved: Paul Dear **Seconded:** Corey Simpson **CARRIED**

7. Governance, Risk & Planning

7.1. Constitution Sub-Committee

The committee has developed a "Straw Man" outlining who our members are and who votes. This will be finalised at the next meeting scheduled for 30th August 2018. A further update will be provided at the next Board meeting.

The objective of the sub-committee is to prepare a 'draft' constitution for the current member's consideration prior to the next AGM. The 'draft' constitution does not need to be accepted by members prior to the next AGM. This may occur at a later date.

Actions: Nil.

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

The by-laws sub-committee had completed final draft ready for presentation. The final draft has been presented to Member Club presidents.

Action: Meeting arranged of the sub-committee for the 22nd August for final approval. Once final approval given it was agreed by the Board to allow the new by-laws to be immediately implemented to ensure they could be applied to the new domestic season.

11. Faculties & Infrastructure

11.1. New Courts Project

Paul and Peter met with Bayside City Council to discuss proposed funding model. Waiting for council to advise. Further updates will be provided.

Action: Nil

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 17th September 2018

14. Meeting Closed – 9:38pm

End.