

SOUTHERN BASKETBALL ASSOCIATION
MEETING OF THE BOARD

MINUTES

MONDAY 19 OCTOBER 2020 – 7:00 PM – 9:00pm

Via Zoom (Video Conferencing)

Attendance: Phil McFarlane (President), Anne-Maree Nunan (Secretary), Gerrik Gratz (Vice President), Dean Cartwright (Treasurer), Jason Shugg, Scott Harvey, Kath Fordham-King, Natalie Hughes (non-voting member), Craig Weir (CEO – non-voting member)

Apologies: Nil

Guests: Nil

Chairperson – Phil McFarlane (President)

Meeting Opened – 7.00pm

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

1.1. **Declarations of Conflict of Interest** – based on agenda

No conflicts were declared.

1.2. **Minutes of Previous Meetings:**

Minutes of the previous Board meeting held on 14th September 2020 have been circulated.

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

Moved: Kath Fordham-King

Seconded: Natalie Hughes

CARRIED

1.3. **Action Register**

Action register was reviewed and updated with progress.

2. **Decisions Offline**

2.1. The Secretary confirmed that feedback was received from some Domestic Club and Life Members and the Secretary responded to all feedback submissions and finalised changes to the draft constitution. It was proposed that the EGM could be held on Wednesday 28th October and notice would be issued 21 days before the meeting.

Decision: Via email - The Board unanimously agreed for the EGM to be held on Wednesday 28th October to consider a special resolution to adopt the proposed draft Constitution.

3. **Decisions**

3.1. The Life Member Criteria policy was circulated to Board Members and feedback received and incorporated in the policy. The Board thanks Steven Lunardon for his work on drafting the initial document for consideration.

Motion: That the Life Member Criteria policy v1.0 be adopted.

Moved: Anne-Maree Nunan **Seconded:** Scott Harvey **CARRIED**

4. Child Safety & Member Protection

4.1. Nil

5. Operations

5.1. CEO Report

In accordance with the SBA's Rep Coach & Assistant Coach Selection Policy, the CEO presented to the Board the proposed junior representative (Sabres) 1's team coaches for the 2021 VJBL season.

Decision: The Board unanimously endorsed the Coaches proposed with no changes recommended.

Action: Coaches to be notified and appointments to be placed on the website.

Signage for the 4 new courts has been erected outside the stadium and it is expected the yellow planning permit application will be put up in the next week. It is hoped that construction will commence around April 2021. Basketball Victoria has released a media announcement regarding the additional courts at Tulip St.

The Business Directory was launched last week, providing the opportunity for business owners in the SBA community to list their business and services. The design of the SBA website has been updated and the SBA Business Directory has been added (<https://www.southernbasketball.com.au/business-listing/>). A positive response to date with approx. 40 businesses registered. An online shop for purchasing Sabres uniforms will be available within the next month also.

The SBA has received a legal letter regarding an incident that occurred in March 2018 involving the fall of an elderly spectator at Court 1 grandstand. The incident was reported to the insurance company at the time it happened, and Bayside City Council (who is responsible for the building) reviewed the seating and structure. Seating was subsequently added at Court 1 sideline to provide seating for seniors. Purely for noting at this stage, as the Board is awaiting further information on how this matter will proceed.

The Sabres Snapshot October edition has been distributed. The Board congratulated the staff, particularly Vicki Barlow and Sophie Smirniotis, for their work in driving and coordinating the content of the newsletter.

The SBA Risk Assessment matrix is in development and will continue to be populated over the next month.

Action: Review matrix and populate with Board related risks – Jason Shugg

Return to basketball continues to remain uncertain with the Victorian Government expected to make further announcements this coming weekend. Indoor sports facilities remain closed with current restrictions.

The CEO presented and discussed Coaching organisation charts and responsibilities for coaching staff and coaches, for the Sabres, holiday and other programs offered by the SBA.

6. Finance & Audit

Another two grants totalling \$12,000 have been received to assist with Covid impacts. The SBA has also received a credit from Bayside City Council for outgoings. Job Keeper payments are still being received. The SBA remains in a solid position with basketball to return early next year. If delays go beyond this further review will be required.

As previously communicated, on top of the \$600k already accumulated, a further \$400k is required to be raised to fund the cost of the new courts. Due to no competitions since March 2020, backup options for additional fundraising may need to be explored next year. While the SBA's ability to raise the additional \$400k is achievable during 2021 and 2022, the Board felt it was prudent to ensure back up plans are put in place if needed.

The Audit is still in progress, year-end accounts and reports will be distributed when finalised.

7. Strategy Progress Review

7.1. Governance - AGM & EGM

Motion: That the AGM be scheduled for Monday 30 November.

Moved: Anne-Maree Nunan **Seconded:** Dean Cartwright **CARRIED**

The EGM is scheduled for Wednesday 28th October to consider and vote on the proposed Constitution amendments. Voting will either be by a show of hands, or if requested by 3 or more members an online ballot will be used to submit votes.

7.2. People & Culture – Board Position Descriptions

Draft Board Position Descriptions for President, Vice President, Treasurer, Secretary and Director have been loaded into Dropbox for review and comment.

Actions: All Board Members to review the PDs and provide feedback by Friday 13th November.

8. Other Business

8.1 4 Court Funding Approval Achievement

The Board would like to formally recognise the significant contribution by our CEO Craig Weir to this achievement. From early 2019 through to the Bayside City Council announcement on the 15th September 2020, Craig has been pivotal in driving the SBA to this outcome which has included building strong relationships with the Council's operational staff, communicating progress with the SBA Board, and

supporting our engagement strategy with all Bayside City Councillors. This achievement would not have been possible without Craig's focused commitment and dedication.

In addition, the Board would like to formally thank Anne-Maree Nunan for her exceptional work in co-ordinating all the relevant activities associated with supporting our funding approval submission to the Bayside Council prior to the 15th September. This included gathering more than 22 letters of written support from our Club Members, Life Members, staff, and playing members in a very short amount of time.

Both Craig's and Anne-Maree's efforts were beyond the call of duty and we are grateful for their contributions.

9. Next Meeting: Monday 16th November, 2020

Meeting Closed – 9.00pm

End.