

SUMMARY

MINUTES - 416th Meeting of the Committee of Management of the Ballarat Basketball Association Inc. - WIN Minerdome - 7.00pm on April 19th 2006.

1.0 ATTENDANCE

1.1 Present: P Magee, C Chase, R Cleveland, E Doherty, G Keogh, M Batch, P Eddy and G White

1.2 Apology: K Squire

SportsPark Manager Glenn White welcomed to meeting by President.

5.0 REPORTS

5.1 Chief Executive Officer

Finance

Interim Financial Report to 31/3/06 issued 13/4/06. Final report for period ending 31/3/06 will be available by 22/4/06. Many matters from senior tournament and Commonwealth Games still being finalised.

Impact of Games report issued 14/4/06 and discussed.

Games Legacy report and valuation issued and discussed.

Senior Tournament Finance Report issued and discussed - good result in circumstances of not having our own venue. Number of teams maintained.

Meetings set with Managers to prepare draft 2006/07 budgets in May

Still working to attract additional corporate support for Nuggets / Lady Nuggets to help fund program. Golden Nugget Bakery signed up today as a sponsor of Nuggets.

M2006

Catering / Beverages contract - claim for admin support approved totalling \$5,000 up front and \$3,500 bonus as all KPI's were meet.

A separate report presented to meeting on final position and outstanding negotiations for payment of additional costs. Request rejected by M2006 but claim now lodged for discussion at Community Cabinet in Ballarat on May 23 and also via direct appeal to Premier to intervene.

Offer from City of Ballarat - discussed and agreed to accept donation and site in special new Commonwealth Games display in new building.

Stage 3 Building Program

Meetings conducted with all Hollioake Park user groups to brief them on our plans and a member information night held for Webbcona members (60 attended). Also briefed nearest residential neighbour on our proposal. No objections received and letters of support obtained to submit to Council with Planning Application. Once we have Council approval we can put project to tender.

Resolved by Committee that Planning Application be endorsed and plans as presented to meeting approved.

Staff Matters

Referee Development Officer – Gens has taken up role and he has begun hands on mentoring / coaching role from April 10th. Gens has settled into city and basketball environment very well. He is very comfortable with the challenge ahead of him and he has already demonstrated an astute recognition of the strengths and weaknesses of our referee body. **Gens will make a formal report to May Committee of Management meeting on his plans for 206 / 2007.**

Gens also has scheduled training / education sessions for our officials and set referee schools at Association and St Pat's.

Welcome night to introduce Gens was successful with clubs, committee members, referees and representatives of BV and BVCC attending.

Referee Room / lockers being set in Visitors Room and trialed from 18/4/06. Will consider swapping first aid room and referees room in coming months.

Review of staff profile and roles in basketball areas in progress as Gens arrival and presence on competition nights has allowed us to refine our total staffing presence. Other changes brought about as Gens has taken over all referee management, rostering and pay responsibilities thus freeing up time for other staff, which is being re-allocated.

Managers Review Workshop follow-up meetings ongoing – Venue Managers meeting held April 4th (minutes to be issued) set May Venue Managers meeting as the deadline for all matters to be finalised. CEO and Managers all understand that the management and operation standards bar needs to continue to rise as we face new challenges and increasing competition from other sports, clubs and recreational activities.

Managers advised that Committee representatives will take part in an organisational review in coming months once current roles / duties have been redistributed.

Policy development – Resolved that smoking will be banned within 5 metres of all venue entrances as soon as signage and education / communication process is put in place. To action in May

Resolved that CEO meet with staff who smoke and discuss and agree on transitional arrangements and guidelines to take effect from May. All new staff joining business will be bound by these conditions as a condition of employment.

CEO - Other

BBA Club Development Program launched with distribution of size 5 basketballs.

Additional support suggestions requested from clubs by 28/2/06 – no other requests received which is disappointing

Internal Communication equipment in place for venue staff and protocols set for use – still to be finalised – **to action in May.**

WSEC – Insurance for netball under BV policy finalised.

Basketball Managers Victoria Report – discussed – interest in presentation from Kilsyth on child care facilities – pending paper from them.

Hosting a visit / information session for new Geelong GM Adam Lamont on 20/4/06
Staff Newsletter (April) issued setting new standards / guidelines for all staff as a result of learning experiences from M2006. Staff Handbook will be reviewed and updated in last quarter of 2006.

Website – M Copping has been allocated responsibility to review and recommend enhancements to current site. Discussed at length. Needs urgent attention and possibly review of how to manage site.

Showcourt Lighting Audit completed (power bills being reviewed to assess impact).

2006 Liquor License and temporary events licenses all actioned.

Have submitted a proposal to host an NBL game.

5.2 Basketball / Strategic Planning & Rules Committee

Meeting 19/4/06 – verbal report to meeting by C Chase.

Draft Committee charter prepared by CEO – considered by Meeting – recommendations from SPRC considered. **CEO to re-draft and re-issue** for final adoption at next meeting.

Basketball Department

Basketball Manager to circulate copy of report presented to Venue Managers direct to Committee of Management members.

Parking warning flyers developed and in use

BM has produced a “Most asked questions” guide for Venue Supervisors – good document.

5.4 Ballarat Representative (Junior) Report – R Cleveland

Review of Committee roles – **RC to send to CEO** who will include delegation of authority and election process as per SPRC draft.

Fundraising Ball this Saturday April 22.

Discussion on matters relevant to BRP. Agreed that Parent Briefing Day must be on first tryout day and must be compulsory – no exceptions.

Team Manager briefing days / nominations / appointment may also need to be improved.

5.5 Maintenance – all areas

B Clark will provide a detailed report to May meeting on works completed since December 2005 to date and plans for second half of 2006 – quotes and recommendations.

Court 1 & 2 roofing quotes being obtained.

External shadecloth areas to be considered – to be considered as part of next re-development to see if a fenced BBQ / picnic area can be developed of current First Aid Room (may even be able to extend referees room long term as part of any such development). May look to apply for a Federal Government grant in lead up to 2007 election where grants of up to \$250,000 could be considered. CEO to consider.

Lessons from Kilsyth Club fire – consider fire detection system for venue.

5.7 SportsPark

SportsPark Manager presented a written report on all areas of operation including Bistro and performance in this financial year and plans for next quarter
Keno – approved. Still waiting on installation of equipment

5.8 BBC Report

C Chase gave a verbal report from Monthly meeting.

BBA reps met with BBC President and Vice President in March - to continue to expand dialogue and relationship between two bodies with ongoing meetings.

6.0 General Business

- 6.1 Re-design of logo - Ben Clark asked to develop some concepts. Once adopted could be used to influence theme of SportsPark environment - Pending.
- 6.2 No zone signage – to be put up at venues

Next Meeting May 17th 2006 at 7pm