

**BALLARAT BASKETBALL ASSOCIATION INC.
COMMITTEE OF MANAGEMENT**

SUMMARY OF MINUTES

434TH Meeting
7.15pm Wednesday 16TH April 2008 – WIN Minerdome

1 ATTENDANCE:

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

Apologies:

2 PREVIOUS MEETING

2.1 Minutes

Minutes of previous Committee of Management meeting on 19th March
2008 have been circulated.

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

Moved: E Doherty

Seconded: C Chase

2.2 Matters arising – unfinished business from previous meeting/s not
covered under other headings only.

2.2.1 Three Year Plan –September 2007 – August 2010. Progress
Report has been prepared and referred to R Cleveland for
review and editing. Will be published in next week.

2.2.2 Property Valuation – review 2008/09. CEO has discussed with
Peter Zala from Leader Property Practice. Three year review
agreed on as per advice and valuation is in progress.

2.2.3 Brand – BA has deferred launch of new brand, which was due
on June 3. New date not known yet. Locally the current position
is that Ben Clark has been asked to review and draft an update
of current logo. To be presented at April meeting – Ben has
been overseas. Deferred to May meeting.

2.2.4 Issue of competition balance, evenness of teams, byes in
juniors etc all discussed.
a) Report requested on byes, grades, reasoning for not being
able to eliminate byes. Review of all byes and options to
maximise and increase competition space discussed and
agreed on.

Bye audit – as at 3/4/08 we have byes in 25 of our 47 grades.

In one grade we have a double bye which takes the total byes to 26 this season.

Of these 8 byes are in senior grades where we have no extra game space (Tuesday / Thursday).

Of the other 18 byes there are 15 in the junior grades, one in A Women, one in ladies day and one in the mixed comp. None of these senior byes are avoidable on current entries.

Two of the enforced junior byes are on Tuesday night where we are at capacity.

It appears growth in the Tuesday night competitions needs to come from expansion to the WSEC where we have free courts. Action has been taken to make space for such expansion from next season.

There is also capacity to expand Monday schedule with a change of game times back to 6.00pm, which would create four more game times. To be actioned as necessary.

b) A report by each junior competition on all games over the first four rounds where there has been a result in excess of 30 points win / loss. CEO has prepared a report which has been circulated to the Committee of Management and SPRC. The SPRC have been asked to review and prepare any recommendations / discussion paper on our competition structure, evenness and balance. Clubs to be asked to respond on how they see situation being addressed in relation to their specific sides which are being positively or negatively impacted. Report from SPRC (B Powell) to May meeting.

2.2.5 CEO met with Mark Ross on 28/3/08 to discuss issues raised by club and discussed at last Committee of Management meeting.

BBA will be issuing a notice to clubs outlining player allocations for this season. G White is preparing document to be released April 17th.

3.0 CURRENT MATTERS

3.1 Strategic Calendar Update

Current items:

- (a) Review of Competitions, update on team numbers, game numbers and player audit (see 2.2.4 and 2.2.5).
- (b) Risk Management – 6 monthly. Major review of new MSC Club area set for 22/4/08 by M Harper and M Valentine
- (c) Insurances Review – report circulated. Recommendation adopted.

Other items covered elsewhere in Minutes

April items:

Nine Month Finance Report – complete. Treasurer spoke to Finance Committee minutes and summary of variations and un-budgeted works. Actual variation outside of these items is (\$9,000) which is considered acceptable with this years activities.

Fixed Assets Register update – held over

CEO KPI's for 08/09 P Magee and R Cleveland are planning / reviewing
Basketball Foundation Report – in progress - continuing

4.0 REPORTS

4.1 CEOs Report

(A) Overview

- (a) Decision by Referee Development Officer not to renew contract and to move to Sydney to be closer to family has meant a major review – restructure being negotiated between senior RAG member, Basketball Department and CEO. Move will result in changes across referee, cleaner, Hoops, MSC and Basketball departments so it has been a significant planning exercise.
- (b) Some staff issues in bistro have also been addressed and will be finalised this week.
- (c) Announcement by State Government of massive change to licensing arrangements post 2012 has meant a major re-think of our longer term strategic planning. Too early to say exactly what the specific impacts are for our club. Meetings are already being scheduled for clubs by Tabcorp and Gaming Minister in next few weeks. Recommendation to form an advisory group to focus on this issue - endorsed.
- (d) CEO has been in discussions with BVCC in past month to get a stronger senior manager style role for Country Victoria. Last meeting in Bendigo April 5th. Impetus has increased in past week with BV now meeting with BVCC to move forward in how to achieve these goals.

(B) Key correspondence

Inward correspondence

- (a) Wildcats Basketball Club – team sheet fee for Saturday competition -
- (b) Phoenix Club – Player allocations and team sheet fee
- (c) Exies Acmy – Team Sheet Fee

Committee considered letters from the three clubs, discussed the concerns in detail and reviewed how other major Associations handle these age groups. Resolved to continue with the implementation of the Team Sheet Fee system for Saturday competition. CEO to respond to each club.

- (d) Gaming Industry Update – new operational regulations
- (e) Sport Recreation Victoria – grant of \$1,000 for BRP travel

- (f) Media release BVCC – State U/16 and U/18 boys & girls selections for 2008 National Championships.

Outward correspondence

- (a) Minutes & Summary of Minutes from March Committee of Management meeting
- (b) Graphs and finance reports to end of March issued to Committee
- (c) Bulletin No 1 – U/18 Australian Championship.

(C) Business Plan Report

- (a) Report to end of March complete – with R Cleveland to review
- (b) Government announcement in regard to Gaming post 2012 may see a review of current 3 year plan in next six months once dust settles on announcement and details of policy are known.
CEO gave an update/ overview on activity on this matter in last week.

(D) Key Stakeholder activities

- (a) Basketball Area (members through to BA)
 - (i) Discussion with clubs/ members on age groupings continued. Concepts prepared for discussion by Committee based on feedback from Clubs. Noted that Club responses were well considered and presented and provided many innovative suggestions. Report in detail at SPRC section.
 - (ii) Maintaining activity / involvement (at BVCC request) into restructure planning for BVCC and its office. BV has called meeting for April 17th to start joint dialogue on this matter. CEO invited to participate and is attending.
 - (iii) BBC Finance meetings being held on schedule and reporting processes are appropriate.
 - (iv) Finalising procedures / policies to support change to team sheet system and to allow for both transition for all Saturday teams and a new system for multiple child families who currently get a discount.
 - (v) Tribunal Chair has recently stepped down from role. Meeting called for 23/4/08 with new expanded tribunal membership, referees and committee members to allow for Tribunal to set out policy guidelines, consistency requirements etc. BV Governance Manager and Legal Adviser will be here for all sessions.
 - (vi) Referee Advisory Group – recommendations for updates to Charter developed and sent to M Hunt and E McCuskey for review. E McCuskey is now consolidating views so a new draft can be presented to RAG and Committee of Management for endorsement.
 - (vii) Completed an audit of competition byes which has resulted in planning to open up Tuesday nights at WSEC for expanded Minerdome Basketball competitions from next season.

Currently completing a review of points spread in all junior competition. Audit has been completed and circulated. SPRC now undertaking work on this.

(b) MSC (members - TAB)

- (i) MSC performing very well.
- (ii) TAB Wagering – contract review underway – completed and returned setting up M Harper as nominee.
- (iii) Signage upgrade – proposal put to Tabcorp 14/4/08 in regard to support for additional signage.

(E) Other

- (a) Participated in a formal interview process with University of Ballarat for an audit of Australian Sports Commission funding programs.
- (b) Attended 12 & 14 State Country Championship weekends in Bendigo – good feedback from parents on senior staff from BBA attending.
- (c) Review of current insurance for BBA and discussion with local brokers on current industry environment. No changes to current cover or arrangements recommended - endorsed.
- (d) WSEC Insurance policy reviewed and renewed.
- (e) Property valuation – arranged with Peter Zala. Should be complete within the month.
- (f) Community Benefit Statements – completed review of new legislation and assessment of impact on MSC.
- (g) Arranged to host a group from Nhill Basketball Association for a weekend camp in Ballarat. Very successful.

4.2 Finance Committee

Finance Reports for the month of March and Year to Date have been circulated.

- (a) Finance Committee met 14/4/08 and a report was presented to Committee of Management by Treasurer.
- (b) Balance Sheet, Profit & Loss for month and Year to Date, Cashflow to budget / actual to date and forecast for rest of financial year, Trading Statements, trade graphs and Receivables / Payables reports all circulated.

4.3 Other Sub-committees Reports

No sub-committee reports received for circulation.

4.3.1 Minerdom Sports Club

- (a) Timeline for 1st Floor re-development circulated and endorsed
- (b) Letter from Gaming Minister – outline of plans post 2012 and promise of regional meetings in next month to brief clubs.
- (c) Gaming & Wagering Reports – circulated

(d) Community Benefit Statements – new directions detailed. No issues for BBA.

4.3.2 Basketball Department

4.3.2.1 SPRC

Meeting 16/4/08. Main item for referral to Committee of Management was on Age Groupings issue. Report and recommendations presented on this matter. Discussed at length and final paper on decisions made will be issued in next 10 days. BVCC AGM motions which concern Age Groupings being voted on by all Country Associations on April 19th. These decisions may impact on BBA thinking.

B Powell and M Batch will be permanent members of this sub-committee. Basketball Manager to be asked to invite nominations for new committee members. Meeting date to be shifted to allow at least one week between Committee of Management and SPRC meetings so that any recommendations can be drafted in approved format and sent to CEO for inclusion as agenda items / recommendations.

4.3.2.2 RAG. / Referee roles re-structure

Report on referee roles restructure has been circulated for information. Next RAG meeting due May.

RAG Charter under review – discussion item for meeting.

Discussion on funding support for Education Program on key learning skills – in principle support subject to utilizing existing resources provided by VBRA / BV first. To be actioned at next RAG meeting.

Restructure of roles and duties for Referee Development Officer and Referee Roster Officers (2) have been established and are ready for implementation from 17/4/08. Positions descriptions and key accountabilities and organisational structure being developed by CEO and E McCuskey. Will be finalised by 24/4/08.

E Doherty to be a permanent member of this Committee which will continue to meet immediately prior to Committee of Management Meeting every second month.

Charter recommends that Chair should be from referee body with Committee of Management representative as a member.

4.3.2.3 B.B.R.P.

No meeting

4.3.3 B.B.C. / Nuggets

G White asked for a formal update on Nuggets operations for 2008. Due April.

4.4 Events / Administration

Tenders submitted for SEABL Conference Final in August 2008 and U/14 Boys National Club Championship in 2009

4.5 Venue Managers Reports

Circulated after last Venue Managers Meeting held 9/4/08

Moved C Chase

Seconded G Keogh that the reports be received.

Carried

5.0 GENERAL BUSINESS

5.1 BBA Club Volunteer of the Year Award and additional proposal for Service Awards - C Chase, P Magee and P Eddy have drafted a paper, which will be circulated prior to May meeting for endorsement.

5.2 CEO advised that he is considering introducing an Employee of the Month Award program. Has sought advice on such schemes from YMCA and Sovereign Hill.

5.3 BV – Annual General Meeting May 25th

5.4 Bingo – report on concepts from May presented.

6.0 NEXT MEETING: MAY 21ST AT 7.15PM