

# SUMMARY

## Minutes 428TH Meeting of the Committee of Management of the Ballarat Basketball Association Inc. held at WIN Minerdome, 7.00pm August 15<sup>th</sup> 2007.

### 1.0 ATTENDANCE

- 1.1 Present: P Magee, R Cleveland, C Chase, G Keogh, P Eddy, B Powell (observer)
- 1.2 Apology: E Doherty, M Batch

### 2.0 BUSINESS ARISING FROM THE MINUTES

- 2.1 Three Year Plan –Draft business plan for period September 2007 – August 2010 presented to meeting by CEO. Minor Amendments made. To be issued to clubs, posted to website and put on public display in foyer at Minerdome with all members and clubs encouraged to review plan and to be prepared to present amendments or additions to plan to September Annual General Meeting.  
BV and BVCC business plans being reviewed to see if any other key items should be incorporated into our plan.
- 2.2 Area Parking – pending response to our offer (21/6/07) from Council on Grevillea Rd parking and once this is locked in we will progress negotiations on parking at rear of venue through Hollioake Park Sports Association.  
Meeting requested with Mayor to review progress.

### 3.0 CORRESPONDENCE:

- 4.1 R Glass – deadlines for Audit Report OUT
- 4.2 Sports Hall of Fame – Hayes Photo IN/OUT
- 4.3 Graphs – trade figures to 4/8/07 OUT
- 4.4 Notice of Meeting to Committee (and observers) OUT
- 4.5 Saints – 50<sup>th</sup> Anniversary - advertising – CEO to respond IN
- 4.6 Bendigo Bank – request for documents – interim review IN
- 4.7 BVCC – Member Protection Policy & Forum IN / OUT
- 4.8 BVCC – Service Certificates – 40 years IN / OUT
- 4.9 BVCC – Nominations for ID Players sub committee IN /OUT
- 4.10 BV Insight Magazine IN
- 4.11 BVCC – Country Diary IN / OUT
- 4.12 Summary of Committee of Management Meeting Minutes - July OUT
- 4.13 Committee of Management Minutes - July OUT
- 4.14 BBC Minutes of Meeting – July IN
- 4.15 Various articles on service, training, competitor sports OUT
- 4.16 Letter of Congratulations and best wishes to K Cassells & K Ashby OUT
- 4.17 City of Ballarat – request for meeting OUT
- 4.18 Auditors – approval to obtain bank account details for audit IN / OUT
- 4.19 P Lambert – Committee of Management IN / OUT

### 5.0 REPORTS

#### 5.1 Chief Executive Officer

##### Finance

No financial report tabled for July. Still waiting for audit sign off to June 30<sup>th</sup> 2007 which is expected by 20/8/07.

All on site audit work has been completed with sample testing done as required.

MSC trade graphs to 4/8/07 have been issued. Graphs and figures to 11/8/07 tabled at meeting. Last week was a record week for Minerdome Sports Club.

As per Stage 3 borrowing strategy previously approved by the Committee of Management the Commercial Term Loan has been locked in for 5 years until 4/2/2012. This was effected prior to August 8<sup>th</sup> interest rate increase.

Referee Payment system processes for 2007/08 has been developed and introduced from 16/7/07. Report circulated by M Valentine – all going well. Final review meeting planned for Monday 20/8/07 to make any last adjustments to procedures / system.

2007/08 budget process is progressing and Managers are currently preparing recommendations, which are being compiled by Finance Office. CEO and Finance Office hope to complete draft for submission to Committee of Management in next 2 weeks. Tabcorp budget targets received this week.

Community Benefit Statement – due for completion by 30/9/07.  
Bingo Audit Statement due for completion by 30/9/07.

Heat, light power costs still under review (email issued). Managers asked to review operations / costs and to set firm policies to manage power use. Next account due week commencing August 20<sup>th</sup> when review assessment will be made.

### **Staffing**

Manager Minerdome Sports Club – changeover has been very successful. M Harper will be a strong acquisition to our business.

Two additional MSC staff have been recruited to reduce reliance on too few staff in MSC.

MSC training and accreditation is progressing at an accelerated pace.

Use of computers and access to certain sites has been reviewed and policy restrictions put in place.

### **Other**

Generic membership / customer survey form being prepared for all areas of business. Circulated and feedback invited and received. Final design will now be completed.

WorkCover claims premium estimate for 2007/08 and declaration for actual wages in 2006/07 completed – final review once wages budget locked in.

Photo history of Stage 3 development being prepared by Ben Clark.

## **5.2 Basketball Department / Strategic Planning & Rules Committee**

Figures on current season – Court Grid and total teams info issued.

Summary

	Junior Games	Junior Byes	Seniors Games	Senior Byes
Last Season	87	14	87	7
This Season	96	9	86	7

We have eight extra games per week and five less byes

Twenty one year team history updated and issued this week. Total team number this season is 380. Highest team number since season (2) of 1991.

Player averages per team at round 4 were – senior 6.4 players per team against budget average of 6.15ppt and juniors 6.76ppt against budget average of 6.67ppt.

Minutes of SPRC Meeting 18/7/07 issued. Verbally presented at last meeting.

Minutes of RAG Meeting 7/8/07 received – a number of matters for discussion.

RAG seeking comment on decision not to review pay rates further than that proposed by BV as the RAG had recommended – BBA Committee of Management reaffirmed that we will maintain policy of paying rates as set by Basketball Victoria each year. It was further noted that pay rates were not seen as part of the charter of responsibility for the Referee Advisory Group.

Late Game Pay Rate reduction – introduced last season as part of solution to Sunday / Thursday problem which was for one season only – Basketball Manager / CEO recommended any change needs to be on basis of all nights with 10.10pm games. Agreed that late game levy of \$2 be allowed on top of standard pay rate.

Club referee volunteer – agreed to provide drink card to value of ungraded referee fee for use in MinerDome Sports Club. To be introduced from 27/8/07.

Tribunal Matters and referee queries – operational matters to be handled by Basketball Manager.

RAG has proposed closer relationship and membership with SPRC. Basketball Manager to discuss further and finalise any change to the relationship / membership with both groups.

Aussie Hoops last term – 50 kids. 10 have moved into BBA competitions and 20 have returned to term 3 Aussie Hoops. Reviewing others not returning.

Holiday Program – July – 50 kids attended over 3 days.

Query why no results or A Grade write-ups in paper since start of season. CEO to follow up and seek report from Basketball Manager.

### **5.3 Ballarat Representative (Junior) Program**

Parent information days are planned for start of season.

Suggestion that a dinner be held for BRP coaches and Managers, hosted by BBA as a thank you for efforts. G White and R Cleveland to arrange.

Minutes of meeting held 1/8/07 tabled and discussed.

Coaching positions currently being reviewed and appointments for coming season in progress.

### **5.4 Maintenance – all areas**

Annual maintenance schedule has been drafted – CEO and M Valentine are detailing an annual plan – initial work has been completed by M Valentine. Full venue walk through and assessment (inc WSEC) to be completed by on 22/8/07 and priorities set after this date.

### **5.5 Events & Administration**

WNBL Game – December 22 – Canberra v Bendigo. Cost / profit share for match agreed. Meeting set for 16/8/07 in Bendigo to finalise arrangements.

### **5.6 MinerDome Sports Club**

Nominated by Tabcorp for ClubsVic Annual Awards for best venue in under 50 machine category.

Current house Promotion campaigns was very successful. Another large scale promotion planned for September & October by Tabcorp.

Meeting set for 4/9/07 to set guidelines for 1<sup>st</sup> floor use between all parties. Focus will be on bistro, Sovereign Room use and Christmas Function market.

MSC will trial running the bistro business with current staff for a six month period. Our aim is to make a success of it and operate it ourselves for the long term - staff are willing to stay on and give it a go.

Positive letter via M Hunt on customer service in MSC. Very timely and appreciated by staff.

### **5.7 BBC / Nuggets Report**

Miners Dinner August 31.

Need at least one major fundraiser for Nuggets this year – to be planned for off season as a lead in to 2008. G White and M Batch (Nuggets), C Chase (BBC) and R Cleveland (BRP) meet to discuss each groups calendar of fundraising events. G White to arrange in next month.

Nuggets Medals struck – Bev Harwood Medal and Les Hotchin Medal. Dinner set for 22/8/07 and invitations issued. All others who wish to attend are welcome.

### **5.8 WSEC**

M Valentine is meeting with Floor specialists this week to assess further lifting of floor.

Remedial work to be planned for September or December.

Netball game numbers are up on last season.

### **6.0 General Business**

6.1 Smoke exclusion zone marking and enforcement rules – supported by all Committee members – will be actioned – not yet actioned

6.2 Policy of registering juniors coming to Ballarat – next season we have at least 7 talented juniors considering re-locating to Ballarat. Three of these are already confirmed. All will be of a standard to try out for BRP teams.

In the interest of developing even competitions the following recommendation is proposed:

#### **INTERIM BY LAW ADDITION & POLICY – EFFECTIVE FROM 15/8/07 JUNIOR PLAYERS MOVING TO BALLARAT**

In the interest of developing even competitions the following by law has been adopted by the Committee of Management:

Junior players relocating to live in Ballarat who wish to try out with the Ballarat Junior Representative Program (BRP), or junior players who have played at an equivalent Association level in the past twelve months would have to agree, as a condition of BBA affiliation, that they will be registered as a BBA Player.

After discussions with the family and player the player will then be allocated to a club on the basis of opportunity, team vacancies and in the interests of a balanced competition.

The player registration would then be transferred from BBA status to a club for that season (it is expected that if the club meets its commitments to the player the registration would be ongoing).

Players would need to submit to this process immediately on arriving in Ballarat and commit to it for the duration of the time that they remain with the BRP squads or for a minimum 12 month period if they are not playing with Ballarat squads.

Players will only be allocated to clubs that adhere to the BV codes of behaviour, who have a clear development strategy, appropriate coaching in place and who can (in the case of boarders) provide a host family to assist with transport for club games and training as required.

Players moving to live in Ballarat (defined as Greater Ballarat area) who have already been playing with a local club for at least two seasons and where they qualified for the finals with that club in those two seasons will be exempt from this policy.

CARRIED

6.3 Nominations and Agenda Items for Annual Meeting

Members reminded to lodge nominations by the due date.

6.4 Aon Insurance – renewal application for 2007-08 submitted along with change of operator of Bistro for insurance purposes.

6.5 Outdoor surrounds – now have a gardener looking after external areas of property.

6.6 Daylesford Basketball – new sports stadium will be operational by late 2007. YMCA has been appointed to manage centre.

6.7 Discussion on clubs setting recruitment policies for junior players which are not inclusive and available to all members of the community. CEO to undertake a review of this matter.

**Meeting Closed at 8.45pm - Next Committee of Management Meeting is Annual General Meeting on September 19<sup>th</sup> 2007 at 7pm in the Sovereign Room**

Venue Associates Register at VCGR to be updated after AGM.