

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

446TH Meeting August 19<sup>th</sup> 2009 at **6pm** in Legends Room, Sovereign Room, WIN Minerdome

**1 ATTENDANCE:**

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

Apologies: M Batch

**2 PREVIOUS MEETING**

**2.1 Matters arising** – unfinished business from previous meeting/s not covered elsewhere.

**2.2.1 Brand**

D Collard to be asked via BBC to report monthly on progress.

D Collard expects minimal costs for this exercise.

Report on progress from D Collard on his work with P Brugman has been circulated.

**3. CORRESPONDENCE**

- |        |  |          |
|--------|--|----------|
| (i)    | Minutes July Committee of Management Meeting and Summary of Minutes issued   | OUT      |
| (ii)   | Boomers squad for Oceania Series   | IN       |
| (iii)  | Request for review of court cleaning Sundays – referred to Basketball Manager / Admin Manager to review if necessary | IN / OUT |
| (iv)   | Property Rate Valuation \$35,042.11  | IN       |
| (v)    | Liquor Control Amendment Act 2009  | IN       |
| (vi)   | Anti Money Laundering / Counter Terrorism Finance Study Survey   | IN / OUT |
| (vii)  | Clubs Australia – comment on 60 minutes segment  | IN       |
| (viii) | Minister Tony Robinson MP – venue funding request  | OUT      |
| (ix)   | University of Ballarat – Open Day – sending to prospective students  | IN/OUT   |
| (x)    | Workcover Declaration of Rateable Remuneration   | OUT      |
| (xi)   | University of Ballarat – contacts for G Molloy to meet   | IN       |
| (xii)  | Barb Kefford – thank you   | IN       |

**4. REPORTS**

**4.1 CEO Report**

**General:**

Roofing – Meeting with Minister for Sport 11/8/09. Report issued and discussed at meeting. Plan of action outlined by CEO supported.

Consideration has been given to BBA representative joining delegation from Council to East Timor to continue to build Ballarat Council / East Timor partnership – agreed that this is a further strengthening of our relationship with Council and community programs.

Meeting Clubs Executive Group representative August 18<sup>th</sup> to follow-up on matters from last Clubs Meeting. Positive meeting and a copy of letter back to clubs on key issues will be circulated to Committee and Basketball Manager.

Foundation Function – Sept 8<sup>th</sup> at 5.45pm – Invitations have been issued.  
Committee and Managers encouraged to attend if available.

BBC / BBA share role – position of Elite Program Manager finalised.  
Final sign off on changes to other roles affected by this position completed between BBA and BBC on 18/8/09.

## **Post 2012**

1. Expenditure review as part of budget planning is continuing.
2. Bank has advised that policy on new Gaming landscape will be finalised within one month. BBA can then finalise its position for future with some certainty.
3. Further meeting with neighbouring sports bodies to discuss option for broadening relationships.

Membership - MSC  
Membership reviewed and a member is now on probation.

## **Strategic Calendar – August**

CEO to meet with President and Vice President to finalise measurables for 2009/10 in July 09.  
Meeting held August 2 2009 when this was completed.  
Details to be circulated to Committee.

Annual Report / AGM – update on nominations and other matters as at 19/8/09.

2009 / 10 Budget – Version 1 complete. To be circulated

### **4.2 Business Plan Report**

Business Plan report for quarter ending March 09 has been issued by CEO. Managers will report against Plan to June 30<sup>th</sup> at AGM in September.

### **4.3 Key Stakeholder activities**

- (a) Basketball Area (members through to BA)  
Discussion on options of surveying broad membership base to determine satisfaction levels against key indicators. We could include a club component to give clubs access to this same survey for feedback on their performance as assessed by members.
- (i) Basketball Department / Local – busy with new season. All settling in well. Numbers excellent.  
Some discussion on size of grades and gradings in one level of competition. SPRC Chairman asked to discuss with Basketball Manager.  
  
Discussion on merits of U/10 competition vs U/11 competition. To be reviewed by Clubs and SPRC before 2010 season grades offered.
- (ii) BVCC – Review of affiliation fee based on new season entries completed. Increase due to increased numbers.  
BVCC AGM Items as tabled approved.
- (iii) Basketball Australia – NSBT tender received 16/8/09 and proposal being developed.

### **4.4 Finance Committee**

Finance Committee – Meeting August 17<sup>th</sup>. Minutes of meeting will be issued 20/8/09

Graphs for the month of July to be issued this week.

July figures not yet actioned as Auditor has not finalised 08/09 audit. Due next week. Once done we can commence 09/10 reporting.

BBC notified at their Finance Committee meeting of the need to allow for scorer / stat fees for 2010.

#### **4.5 Minerdom Sports Club**

Bistro review – report presented to Finance Committee on August 17<sup>th</sup> and approved.

Liquor Control Reform Regulations – Regulatory Impact Statement – no change in our club costs.

Bingo Annual Return complete – sent to auditors for approval.

Bar price increases notified and effective from 20/8/09

Gaming Community Benefit Statement to be finalised this week and submitted to auditor for sign off before lodgement with Victorian Commission for Gaming Regulation.

Anti Money Laundering and terrorism staff review and certification due now. MSC Staff are completing this.

#### **4.6 Basketball Department**

Meeting with basketball staff to plan for period when S Monck on extended leave. M Hunt is training and evaluating two new Venue Supervisors.

SPRC and Basketball Manager to review A Grade finals night for this season.

BVCC 2010 Diary for first half year issued – full details to be sought as a soft copy rather than in booklet form.

Media stories schedule September to December set and Basketball Manager responsible to oversee.

**4.6.1 SPRC** – 11/8/09 meeting report issued 19/8/09 – B Powell spoke to key issues.

Operations Manual review – report and progress. Now ready to be relaunched and listed on website.

**4.6.2. Referees / RAG** – minutes of meeting 3/8/09 issued.

Further review of activity after September AGM with longer term planning.

**4.6.3 BRP** – August meeting report detailed by R Cleveland who will also issue minutes this week.

BRP Newsletter - issue due August 21<sup>st</sup>. G White to action.

BRP policy review – completed and updated policy to be posted to BRP website this week. R Cleveland also reported on positive feedback from broad cross section of people on new try-out and squad structure for 2010.

U/12 try outs discussed. Concern one club had no girls attend try put phase while all clubs had representation in boys sections.

2009/10 – coach appointments / vacancies discussed. Good progress with appointments. Limited vacancies to be advertised as soon as possible.

#### **4.6.4 BBC / Nuggets**

C Chase reported on end of season activities and other club activities.

#### **4.6.5 Participation**

No formal report. Focus in this area in past month is in BRP planning and set-up for 2010, transition of duties from CDO role, basketball office support as staff numbers reduce.

#### **4.7 Events / Administration**

Admin Manager report issued.

Committee endorsed change of awards structure from 2009 to the following as annual awards:

1. Hall of Fame Nominations
2. Club Service Awards (3 to 5 per year)
3. BBA award for BBC Volunteer of Year

These awards are to be considered annually and based around an annual dinner.

Basketball Managers Victoria Meeting July 23 – MV attended. Minutes circulated

WSEC Roof – to be replaced in Nov – Dec – no news on date for works yet.

Arch Sports Centre – pending transfer of ownership – no action.

**Website** – monthly audit of traffic to be assessed by M Valentine.

Reunion report issued

#### **Grants applied for by MV – update to Aug 09:**

Advised

Briefing on discussions with Kangaroo Photo's in regard to education and marketing opportunities.

#### **Tenders Outstanding:**

NSBT – tender being prepared by M Valentine. Close mid September. BBA looking at added benefit options which we can provide to improve tender.

#### **4.8 Venue Managers Reports**

Meeting August 12<sup>th</sup> 2009 – M Valentine has issued reports

#### **4.9 Hall Of Fame**

Already reported in Reunion Report

Motion on Reports

Moved G Keogh seconded E Doherty

That the reports as presented be received

Carried

### **5 GENERAL BUSINESS**

5.1 Logo development – with new brand etc being developed by D Collard / theAdgroup no other design work is to be created until this is finalised and approved.

5.2 Soccer facility – community support.

5.3 Growth Corridor Review – CEO outlined recent discussions and considerations in regard to this and Miners rest corridor and impacts on our longer term planning.

5.4 Portfolio Allocations 2009 / 2010 President to discuss with members in September so any changes can be effected by October 2009.

5.5 Discussion on security staffing trials on Friday nights to correct trends for non basketball groups loitering around venues. Trial for 4 weeks then assess.

### **6 NEXT MEETING:**

ANNUAL GENERAL MEETING SEPT 16<sup>TH</sup> 2009 at **7pm** in Sovereign Room

Meeting closed 7.50pm