

BALLARAT BASKETBALL ASSOCIATION INC.

SUMMARY

COMMITTEE OF MANAGEMENT - MINUTES

449TH MEETING DECEMBER 16TH 2009 AT 7.15PM AT VEER ITALIA, MAIN ROAD BALLARAT.

1 ATTENDANCE:

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

Apologies: G Keogh

2 PREVIOUS MEETING

2.1 Minutes

Minutes of the previous Committee of Management meeting (448th) held on 18th November 2009 have been circulated.

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

Moved: C Chase

Seconded: B Powell

Carried

2.2 Matters arising

2.2.1 Brand

Report from D Collard circulated. To be revisited early in 2010. D Collard to continue work. Elements of report to be discussed in February by BBA.

2.2.2 Website

CEO to review and finalise arrangements mid January

2.2.3 Governance and accountability

BBA should have a more supportive Governance and Management plan to help ensure that Clubs comply with any legal or financial requirements and that members are protected. As the BBA has a responsibility to report to Basketball Victoria and to submit an Annual Report and audited financial report to BV it follows that we should look to adopt the same layer of support and education for clubs. CEO asked to prepare a plan for this to be discussed with clubs at the next Clubs – CEO meeting. It was also agreed that a member of the Committee of Management (on a rotating basis) should attend each club AGM's along with a member of the basketball department.

Offer made to Drummo to pilot some of this work from 2010.

Linked to this item will be the need to identify and develop skill sets for members of Committee of Management to allow for future succession planning.

3. CORRESPONDENCE

- | | | |
|--------|---|--------|
| (i) | Minutes November Committee of Management Meeting and Summary of Minutes | OUT |
| (ii) | Phoenix Newsletter | IN |
| (iii) | Mayor J Verlin – congratulations on election for second term | IN/OUT |
| (iv) | Hunt Family – thank you | IN |
| (v) | Neighbourhood Watch News – acknowledges MSC as sponsor | IN |
| (vi) | 3BA – thank you for donation to Christmas Appeal | IN |
| (vii) | CCAV – Presidents News – copied to all Committee | IN |
| (viii) | B Kefford – thank you for Reunion Book and info | IN |

Moved C Chase, seconded B Powell that the inward correspondence be received and the outward correspondence endorsed

Carried

4. REPORTS

4.1 CEO Report

General:

City of Ballarat Today, Tomorrow, Together function in Queens Hall Parliament House. Excellent opportunity to meet Government and community leaders.

Minerdome Roofing – Meeting Minister for Sport Senior Advisor - January 5th 2010

Report received from TGM on Minerdome Roof building permit – all in hand.

Nominations City Council Youth Awards – 2 basketball nominees – M Agnew for Leadership in Sport and M Johnston for Mentor work – M Johnston won his section.

Insurance – Review of insurance with a view to quoting in September 2010.

BV State Conference – report and notes issued. Heat Policy and Member Protection Policy upgrades referred to Managers to action. Other work to be picked up in business plan.

Staff

Fair Work Australia Information Statement – issued and employer must issue to all new staff after 1/1/10. ClubsVic advise that transition to new Fair Pay Awards will see pay rates stay the same until 1/7/2010.

Bistro – ongoing work.

Hoops - finalised plans for 2010.

Post 2012

CEO presented overview on planning progress to date. Presentation from Moore Stephens 17/12/09 will provide a further update and validation of BBA position.

Recommendation:

That BBA lodge a Auction Bid Registration, Auction Deed Poll and Default Bond so that BBA can participate in Auction in May 2010.

Bid strategy and limits to be considered by Finance Committee at meeting in late January.

Strategic Calendar – October / November

Risk Maintenance Report – M Valentine to meet with E Doherty to review and finalise.

Review key BBA sponsorships – WIN has one year to run. BRP – Bendigo Bank have recommitted for a further 3 years.

4.2 Business Plan Report

Update to be issued January 2010. Discussion on process for beyond 2010 and CEO is to prepare a recommendation as part of his report for Committee for 2010 – 2011 period by which time Post 2012 position will be clear.

4.3 Key Stakeholder activities

(a) Basketball Area (members through to BA)

- (i) Basketball Department / Local
Report on structure for 2010 will be issued in January. Staff briefings on change completed 15/12/09.
Entries for next season – still being collated and a number to be followed up week commencing 14/1/10 before entries for next season are finalised.
Request by clubs that clearances between clubs, especially of elite level players, be reviewed – to be discussed by BRP and SPRC then Club Executive – CEO Meeting in March.
- (ii) BVCC – BBA has 25 players and 2 coaches representatives at Country Cup and Pacific Slam. List circulated. Executive Council Media release issued Dec 10th to Committee, Staff and Clubs.

- (iii) BV – Insight newsletter received.
- (iv) Basketball Australia – National Underpinning League – report issued after SEABL on this proposed competition. To be monitored. First meeting of BA Committee looking into this new league was held last week.

4.4 Finance / Finance Committee

Finance Committee – Next meeting January 2010.

Finance summary, Graphs and MYOB reports for the month of November issued Dec 14th.

2009 / 10 Budget – Version 2 and MYOB cash flow budget completed and issued. To be reviewed by Finance Committee at half year review.

4.5 Minerdom Sports Club

New bistro stove to be installed Jan 11th – closed that day

New Liquor Licence Fees advised.

Bingo – Nominee transferred to M Harper

4.6 Basketball Department

BVCC Affiliation Fee to be paid individually from July 2010. **Now set at \$29.50 from 2010, up from \$26.00.**

Discussion on merit of clubs suggestion of off setting part of fee against a possible further reduction of one round in June 2011 competition season. To be further considered further before next Clubs Meeting.

Player audit to end of season 2 2009 issued. In line with expectations.

4.6.1 SPRC

No meeting December

4.6.2. Ballarat Basketball Referees Association

New structure established and two meetings have been held to date to prepare for 2010. Report and minutes of both meetings have been circulated.

Referees will be individually notified of changes by mail next week.

4.6.3 BRP – Report presented by R Cleveland. Minutes to be issued.

BRP Newsletter – issued December.

Minutes of November meeting issued. December minutes issued 15/12/09.

4.6.4 BBC / Nuggets

Final fixtures for 2010 SEABL and D League have been issued
C Chase – to issue a written report in January on BBC review

P Magee to issue a written report on Teams Committee / LMG work and recruitment plans in January.

Grant Spencer appointed coach of Nuggets D League Men's team.

Adam McSwain graduated from 2009 Leadership Ballarat & Western Region Program. Despite being the youngest in this year's group he was selected to speak on behalf of the graduates at the graduation ceremony. Very impressive.

CEO issued a report from SEABL AGM which he attended.

4.6.5 Participation

Focus of Manager has been on Rep program activity and annual venue maintenance program this month.

Manager advises BRP U/14 & 18 Girls have qualified for Victorian Championship division. 18 Boys already qualified. 14 Boys can still make VC if they win in next phase. 16 boys will be Div 1 if successful in next phase of qualification.

4.7 Events / Administration

WSEC Roof – works have commenced. Should be completed by end of January.

Arch Sports Centre – meeting with BHS in November to discuss local issues and opportunities once transfer is complete. Very productive and positive meeting.

Website traffic report - M Valentine to establish a procedure and template for this and issue monthly.

Staff Newsletter issued November 2009.

White Pages Listing updated.

WSEC Netball has received a boost with a transfer of competitions to venue.

Grants applied for by MV:

VJBL Orange – successful with \$1,000 sponsorship.

Tenders Outstanding:

Moved B Powell, seconded C Chase that the reports as presented be received. Carried

5 GENERAL BUSINESS

5.1

MEETINGS:

Committee of Management February 16th 2010 at **6pm** in Legends Room at WIN Minerdome