

# SUMMARY

## MINUTES - 418<sup>th</sup> Meeting of the Committee of Management of the Ballarat Basketball Association Inc. - WIN Minerdome - 7.00pm on June 21st 2006.

### 1.0 ATTENDANCE

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

1.2 Apology: K Squire, M Batch

Deferred B Clark to attend meeting and present report on Venue re-instatement, Maintenance and cleaning operations post M2006 to end of 2006 because of commitments to National 16 Championships.

### 2.0 BUSINESS ARISING FROM THE MINUTES

3.1 BVCC Strategic Plan. CEO and R Cleveland to meet to develop a response.

3.2 Admin Manual – final report on this RC / MH – By August

3.3 HBA – Defibrillator Application for grant of equipment – pending decision

### 5.0 REPORTS

#### 5.1 Chief Executive Officer

##### Finance

Financial Report to 31/5/06 issued 10/6/06, discussed and received.

Accounts Payable & Rec, Actuals to cashflow budget, Graphs and Trade statements to 31/5/06 issued to Committee and Managers on 9/6/06.

2006-07 budgets nearing completion - pending some figures from Tabcorp.

Fees and charges for next season notified to all clubs and members

CEO has submitted membership / affiliation fees to BVCC for 2006-07.

Have applied for Government Small Grant for Volunteer Equipment

Full computer audit requested by BIS - budget implications to be assessed

##### M2006

Negotiations for payment of additional costs are ongoing.

Response from letter to Premier 18/4/06 was that matter would be handled by Minister Madden. Presentation to Minister Madden on May 23<sup>rd</sup> - response pending.

##### Stage 3 Building Program

Once we have Council approval we can put project to tender to get an accurate price.

G Keogh and CEO have discussed funding / borrowing strategies and made an initial approach to Bendigo Bank. Resolved that Treasurer and CEO be authorised to negotiate best deal for presentation to Committee of Management for ultimate approval.

#### **Stage 4 Building Program – Concept Only**

CEO has submitted a paper to Senator Julian McGauran to request a meeting and advice on best options to attract Federal funding.

Proposal will be to develop area adjacent to toilet/ change room facilities to incorporate:

- a creche facility for members to use
- larger first aid room and facilities for members
- an outdoor fenced area for children to use as well as for use by teams for social interaction with visiting groups from out of town
- linkage to Hoops cafe for permanent BBQ facilities for members
- inclusion of a small gym for use of older community members as part of the Active Fun Club program
- An additional office space (2) for staff to manage and supervise these areas.
- Access to area via current first aid room and via Hoops cafe
- Provision of coolroom space for Hoops as part of redevelopment (needed as we move into Healthy Eating and fresh food options.
- Increased video security monitoring of area.
- Shadecloth cover options for summer months.

Response from Senator McGauran has led to referral to CHACC and a meeting with their representative next week.

#### **Staff Matters**

Venue Managers meeting held June 6<sup>th</sup>

Smoking banned within 5 metres of all venue entrances signage and education / communication process now in place. All staff and Committee asked to help promote this message.

CEO to meet with staff who smoke and discuss and agree on transitional arrangements and guidelines – meeting not yet held – will be this month.

#### **CEO – Other**

Staff newsletter for June issued

Participated in a Feature Article Interview for Ballarat Enterprise magazine

Staff Handbook will be reviewed and updated by **M Valentine in last quarter of 2006.**

Website – M Copping to issue a report by June 21 – actioned and new look is very good.

Naming Rights – WIN Minerdome – extended current arrangement for one year.

Road to Christmas – agreement reached to move event to Minerdome.

Media announcement got good exposure and very positive feedback. Meeting to be set for mid to late July to start planning. M Valentine, B Clark and L Hotchin will be our working group.

Committee, staff, Miners and Nuggets all invited to considering volunteering their time to support this event.

Healthy Living Program activated for 2006 – includes visits to schools and community groups.

Insurance Matter – tree fell on car in carpark – CEO negotiating with Council / Insurers to resolve this matter fairly with person involved.

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

No meeting till June 22

Committee opinion on age brackets for 2007 is that it may be best for SPRC to develop a list of the positives / negatives for retaining or changing ages and to issue to all clubs and members (in July mailout) so that we can have this as a key decision item for AGM.

## **5.3 Basketball Department**

8/U competition for 2007 – to be considered as part of the review along with a minimum junior age on new juniors starting in competition. Timing of such a competition to be offset to junior football in late morning or early afternoon. Basketball Manager with SPRC to distribute a discussion paper on these matters for consideration as per 5.2.

Arrangement of visits by Gens Vadayattu to Bendigo and one metropolitan Association to study / observe how they operate and manage officials. Will be of benefit from an operational and cultural perspective.

Courtside has been issued and posted to website.

## **5.4 Ballarat Representative (Junior) Report – R Cleveland**

Minutes of June Meeting – minutes issued and discussed

Review of Committee roles – Will include delegation of authority and election process as per SPRC draft – to be finalised 28/6/06.

RC / MV to action a review workshop as soon as we are past Nationals.

## **5.5 Maintenance – all areas**

Court 1 & 2 roofing quotes being obtained - pending.

Protocol for site radio use – BC to introduce use and practices.

## **5.6 Events & Administration**

Very busy period.

Preliminary Tournament Finance report to be issued this week – good result.

Tournament entries 203, down from 213 in 2005.

16 Nationals begin June 23 – Committee asked to participate where possible, especially in attending events.

Very difficult to attract volunteers this year for this event. Maybe because of how much we have had on this year.

## **5.7 SportsPark**

Keno – approved. Installation of equipment and staff training complete. Waiting on commissioning of equipment and approval to commence.

Discussion on staff awareness of drug issues, safe handling, protection (Hep B injection) – GW has set up blood bag etc and has had discussions with Community Health about information sessions for staff – GW has actioned.

## **5.8 BBC Report**

C Chase – report from Monthly meeting and other activities of the month presented.

## **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 FIBA Organiser – not yet evaluated

6.3 My Ballarat Booklet had good exposure of Association activities.

6.4 Committee of Management – positions, review process and role discussed at length.

Paul Magee has been granted leave of absence for three months due to work commitments, which will make him unavailable during that time.

Rhonda Cleveland will act as President during this time.

K Squire has confirmed her ongoing availability and desire to serve on the Committee of Management.

Meeting frequency and options to allow Committee to focus more on sub committee work were discussed – to finalise next week.

## **Next Meeting**

**To be confirmed – will be either July 26 or deferred to August. R Cleveland and CEO to review and advise by July 17th 2006.**

**M Valentine will present an events based report to meeting.**