

BBA Committee of Management Strategic Calendar

MONTH	BOARD ACTIVITIES	MAJOR ORG ACTIVITIES
January 2009	No meeting unless urgent business requires. Jan 31 st - Half Year Correspondence & activity report Dec - Jan	Finance Committee Meeting (Jan 12 & 27) Half Year Actual to Budget review including Finance Committee Review & Report. First quarter report on work against business plan Jan 16 th SP&RC Meeting
February 2009	Board Meeting Feb 25 th including: 1. Review of all Insurances (including Board) – CEO to report in writing (no change anticipated pending Post 2012) 2. Ballarat Basketball Foundation – update 3. Report on business planning for MSC for 2009/10 4. Post 2012 Update	BRP events Nuggets Fundraiser – planning for May 23 event BRP Meeting Feb 16 th RAG Meeting Feb 24 th VMT
March 2009	Board Meeting March 18 th including 1. Competitions update season 1 2009 – team numbers and plans for 09/10 2. Development and Media schedule for 09/10 3. Risk & Maintenance 6 monthly report	Begonia Tournament Mar 24 Club Presidents/Sec Meeting with BBA Mar 16 th Finance Committee Meeting Mar 30 RAG Meeting BBC Season commences Mar 4 BRP Meeting BRP Events March 4 th Gradings Meeting March 10 th SPRC Meeting
April 2009	Board Meeting April 15 th including 1. Nine Month Actual to Budget Review 2. Review of fixed assets register 3. Finalise CEO measurables for coming FY and performance review 4. Ballarat Basketball Foundation – report 5. Review of third quarter Business Plan activity (Jan to Mar)	April 1 st VMT Apr 1 BRP Meeting April 14 th SPRC Meeting BRP events BRP Meeting Planning of June – July Maintenance & Minor Works Schedule

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	<ul style="list-style-type: none"> 6. Confirm budget and planning for October 2009 Reunion 7. Review BVCC AGM decisions / activity 	
May 2009	<p>Board meeting May 20th including</p> <ul style="list-style-type: none"> 1. Website development report – the way forward 2009/10 2. Club development report – CEO report on progress 3. Review / update Board policies and procedures (for referral to working groups as required) 	<p>Possible stakeholders networking dinner (Council, BBC, Community)</p> <p>May 6th BRP Meeting</p> <p>May 11th RAG Meeting</p> <p>May 12th SPRC Meeting</p> <p>May 13th VMT</p> <p>May 23rd – Nuggets Fundraiser</p>
June 2009	<p>Board Meeting June 17th including:</p> <ul style="list-style-type: none"> 1. Present 2009/10 Draft Budget notes 3. Finance Committee key recommendations 	<p>Season 1 Finals</p> <p>June 3rd BRP Meeting</p> <p>June 22 RAG Meeting</p> <p>June 9th SPRC Meeting</p>
July 09	<p>Board Meeting July 15th including:</p> <ul style="list-style-type: none"> 1. Governance Review - and our relationship with our peak bodies 2. Finance Committee report on Business Review for end of year and goals for 09/10 3. Review of Business Plan activity April to June. CEO to present any recommendations for 09/10 review of Bus. Plan 4. Preliminary notice of AGM 	<p>July 1st VMT</p> <p>July 1st BRP Meeting</p> <p>Audit of accounts commences</p> <p>Staff Performance review cycle commences</p> <p>Issue notice of AGM and request reports for Annual Report</p> <p>BBA Competition Dinner and Awards Night (from 2010)</p> <p>July 14th SPRC Meeting</p>
August 09	<p>Board Meeting August 19th including:</p> <ul style="list-style-type: none"> 1. Events Report (progress on NSBT tender / BA 2010 events) 2. Competition Review – season 1 2009 and comparison to Season 2 2009 3. Review Draft Annual Report and notice of AGM 4. Review Board membership and approach potential members 	<p>Final planning for 2010 Post 2012 Phase</p> <p>Bank negotiations Bid Process 2011</p> <p>Final Planning and sign off on Reunion</p> <p>Aug 5th BRP Meeting</p> <p>August 12th VMT</p> <p>August 3 RAG Meeting</p>

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	5. Adoption of V1 2009/10 budget	
September 2009	Board Meeting Sept 16 th (AGM) including: <ol style="list-style-type: none"> 1. Review AGM Minutes 2. Review Business Plan and amend / update as required 3. Sign off on Year 2 Business Plan and Budget including profit target for new FY 	Issue Annual Report and conduct of AGM Produce separate Annual Report & Financial Statement Receive report from Auditor and action any recommendations from auditor Sept 2 nd Finance Committee Meeting Sept BRP Meeting Sept 8 th SPRC Meeting Sept 14 th RAG Meeting Sept 30 th VMT
October 2009	Board Meeting Oct 21 st including: <ol style="list-style-type: none"> 1. Finance Committee report on Business Review for first Quarter 2. Induct / Assign / confirm individual Board member roles and goals Risk & Maintenance 6 monthly report	Performance review cycle concludes Planning of Dec – Jan Maintenance & Minor Works Schedule Oct 7 th BRP Meeting 13 Oct SPRC Meeting Sat Oct 17 th 100 Year Reunion Oct 26 th RAG Meeting Oct 27 Club Presidents/Sec Meeting with BBA
November 2009	Board Meeting Nov 18 th including: <ol style="list-style-type: none"> 1. Review of BV State Conference Agenda Items 	BBA / MSC staff Christmas activity Nov 4 th BRP Meeting Nov 10 th SPRC Nov 11 th VMT
December 2009	Board Meeting Dec 16 th if required:	Dec 7 th RAG Meeting Dec 8 th SPRC Meeting Annual Board / Staff Event and Dinner Season 2 Finals

