BALLARAT BASKETBALL ASSOCIATION INC.

BOARD OF MANAGEMENT

MEETING 22 NOVEMBER 2017

SUMMARY

OUR VISION:

To be Ballarat's leading and most respected indoor sports community

OUR PRINCIPLES:

LEADERSHIP: We will stay focused at a strategic level

HONESTY: We will provide an open and empathetic environment, encourage honesty and communicate fairly

RESPECT: We will value all points of view and be accountable and responsible to each other

INTEGRITY: We will do what we say

COMMITMENT: We will commit to make a difference and honour our responsibilities as directors

VISIONARY: We will be innovative, strategic and forward thinking

ATTENDANCE:

Present: D Stuchbery, N Grylewicz, C Chase, K Cassells, B Powell and P Eddy

Guest:

Apologies: Simon Cornwell, Kim Holloway

Declaration of any conflict of interest – none

MEMBERSHIP APPLICATIONS:

The Committee of Management has resolved to accept those membership applications / registrations as lodged with the Basketball Office from 26/10/17 to 22/11/17.

PREVIOUS MEETING:

Minutes

Minutes of the previous Committee of Management meeting held on 25th October 2017 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

Other Actions from previous Meeting - Taken up in agenda

Priority – Measurables Record – all noted items in action

Risk Management Report from M Valentine deferred to February meeting

REPORTS:

1. **Finance (all reports issued)**

a. **Monthly Report**

Xero Reports from 1/1/17 to 31/10/17 plus Variation reports and Payable / Receivable reports presented to Board following the Finance meeting which precedes the Board Meeting. Treasurer K Cassells reported to Board from Finance Meeting on key matters:

a. Acceptance of XERO Reports to 31/10/17 and Variation report and review of Payables and Receivables

b. Cashflow position – CEO provided an update on position and strategies followed after Gaming Entitlements paid off in August 2017.

With Finance Committee endorsement, it is moved by K Cassells, seconded N Grylewicz. that the Finance Report to 31/10/17 be received and endorsed.

CARRIED

2. **STRATEGIC PLAN REPORT**

Reports from VMT on Strategic Plan activity circulated along with updated status report. CEO spoke to report. Board accepted report.

At February 2018 meeting the Admin Manager and Basketball Manager will present.

Scope of Strategic Plan Review:

- Key staff to be invited to meetings to speak to their key areas of report
- All Red flags to be discussed every second meeting
- Selection of Blue flags also to be discussed each meeting

3. REPORTS

a) **CEO Report – Report issued with Agenda 17/11/17**
Board endorsed revised Clubs Consultative Charter Report which is to be presented to Clubs in December for consideration and discussion by March.

b) **Competition & Programs –**

Entries new season total 492 up from 477 in same season last year.
Up three games per week on last season (483 teams).
11 teams from Ballan area -plan in place to develop.

c) **Marketing & Communications** – sub group meeting 24.11.17.

d) **Junior Elite Teams** –
Budget report received from R Cleveland

e) Senior Elite Teams – issued 17.11.17

f) **Major Projects Report** –
EOI for BSEC lodged 9.11.17 and receipt acknowledged
BSEC close date for construction tenders delayed one week to 29/11/17

g) **Minerdome Sports Club** –

Post 2022 offer of terms and determination from Minister received 16/11/17. Reviewed and recommended to Board. Moved K Cassells, seconded N Grylewicz that the determination be accepted. CARRIED

Next step will be formal Post 2022 Offer that will be made which will then need to be considered and decided on by the Board by 28/2/18.

To support Directors considerations a report is to be issued by CEO before Christmas on what value Gaming has been to BBA since 1992.

h) **Facilities, Events & Grants –**

CEO to meet with Phoenix College this month re MOU for 2018

i) **Venue Manager Reports** – Meeting November – reports issued as part of Strategic Plan report due 20/11/17

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

CARRIED

4. GENERAL BUSINESS

a) Policies Review – M Valentine is leading a review in staff (CCV) and sport (BV) policies to ensure we have all critical areas up to date and relevant and available – deferred to December

b) BVC Awards –###### nominated

c) City of Ballarat Youth Council – circulated to Clubs

d) CEO to attend Netball Vic / Basketball Vic Facilities Masterplan launch by Sports Minister Dec 4th

e) City of Ballarat – Annual Partnership Review lodged with Council. Copy to be sent to Board.

f) Digital screens in place for 2018

g) CEO left meeting, so Board could discuss CEO Annual Review and Contract.

Schedule 2017 - Important Dates:

December 13th, 2017 at 6.30pm (Dinner Meeting at Europa) RSVP's

January 24TH AT 5.30PM – Joint Finance & Budget meeting with Finance Committee

February 28th, 2018 at 6.30pm