# **Ballarat Basketball Association Inc.**

# **BOARD of Management & FINANCE COMMITTEE**

### meeting 24th April 2019

### 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, K Cassells, K Holloway, T Walshe, C Moore, K Squire, P Eddy

## 

## Apologies: S Cornwell

## The Chairman welcomed K Squire to her first meeting.

## 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 27/2/19 to 24/4/19.

## previous Meeting:

## Minutes

Minutes of the Board meeting held on 27/2/2019 circulated.

Motion:

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

Moved: T Walshe, seconded C Moore CARRIED

**Priority – Measurables Record:**

Committee Memberships for 2019 / 20 – Directors to review and confirm for May Meeting

K Squire – VCGLR registration in process

Committee Portfolios – to remain as for 2018. K Squire has accepted Major Projects Portfolio.

Consideration of any co-opted Director appointments – potential needs in next year, legal (liquor licensing), new venue development (Phoenix College).

Clubs Meeting – due in June. DS will develop agenda with MV.

**Other Actions from previous Meeting**

Strategic Planning Update – issued 18/4/19 and individual reports by Managers also provided.

BSEC Status Report –work in progress

**REPORTS:**

1. **Finance (Xero report issued April 17th)**
2. **Monthly Report**

Xero Reports from 1/1/19 to 31/3/19 and Payable / Receivable reports presented to Finance meeting and considered. Treasurer K Cassells to report to meeting on key matters.

Acceptance of XERO Reports to 31/3/19 and review of Payables and Receivables reported on by Treasurer.

Moved K Cassells, seconded C Moore that the Finance Report to 31/3/19 be received and endorsed. CARRIED

1. **2019 Budget Variation – For Approval**

Discussed CEO wages review report. This report has been reviewed at Finance Committee meeting and amendment supported.

Moved K Cassells, seconded T Walshe that the 2019 Budget Variation Report be adopted and replace the Jan 23 budget.

CARRIED

1. **Finance Structure**

BBA Banking arrangements are being transferred Bank of Melbourne after a tender process.

Transition will be actioned over next month.

Board discussion on transition and reinstatement of key priority to reduce debt. Agreed that discipline and commitment to debt reduction as our key priority must be maintained. Further agreed that a review and formal adoption of financial goals for 2020 to 2022 will be reaffirmed in October 2019.

1. **STRATEGIC PLAN REPORT**

Report issued 18/4/19 – as discussed. Next report due July 2019.

Board has agreed to bring forward the next Planning exercise to late 2019 rather than the end of 2020.

1. **REPORTS**
2. **Organisational Review** – no change. Next meeting May 2019
3. **CEO Report –** Report Issued with agenda
4. **Operations Manager** - Report issued with agenda

Communities of Respect & Equality (CORE)

Quarterly work plan issued

1. **Competition & Programs –**

Team / game numbers for Championship season commencing April 2019 slightly up on season just completed. Report to be issued once gradings finalised.

Report A Nunan and follow-up – M Valentine and D Stuchbery actioning.

CEO has requested all clubs lodge evidence of annual Association renewal from this year. Due by May 30th.

1. **Marketing & Communications** –

Social Media Report issued by A Day

1. **Junior Elite Teams** – results from BVC Championships discussed.
2. **Senior Elite Teams** –

Herald Sun 18/2/19 – Report into Gender Pay Equality backed by major sports. First consideration for BBA will be to have SET review budget structure for male / female programs and the budget allocations for future years. Agreed that SET should progress this discussion.

1. **Major Projects Report** –

Kym Squire incoming chair of the Major Projects committee

Brand Consultant appointed by City Council – recommendation to Council due 26/4/19 for both precinct and B.SEC.

BBRF Report and claim Payment 3 lodged and paid.

CEO outlined planning around Café services from June.

Council and M Valentine have established a transition meeting group to plan move into BSEC - ongoing.

Other matters referred to in Operations Manager report

Planning for Major Projects vision 2019 to 2022 as presented to the AGM on 3/4/19.

Hollioake Park – Council is arranging an update on planning for this precinct. Major priority is back carpark – to be followed up May 2019.

Vision to 2022 presented to J Pulford, M Settle, J Addison, C King and Council CEO.

1. **Minerdome Sports Club** – TGS Report issued to Directors 1.3.19. First three months turnover has been very promising.

Austrac report on compliance– by Mal Harper

MSC Manager report to be issued with Minutes.

1. **Facilities, Events & Grants –**

BEON consultants – Solar report received.

Energy Costs – pending report

Letter of congratulations to Sovereign Hill on $10M grant

Healthy Food Report

Senior Tournament Report and Finance Report tabled

1. **Venue Manager Reports** – Meeting April 17th – report issued 18/4/19

Moved K Squire, seconded K Cassells that the reports be received, and subcommittee nominations as presented be accepted. CARRIED

1. **GENERAL BUSINESS**
   1. Bernie Stone Scholarship – Female Athlete – Achiever of the Year

CEO has presented a detailed outline of Scholarships to B Stone. Final recommendation to April Meeting. This report has been extended to cover all Awards systems under BBA responsibility. PENDING

* 1. Western United – A League soccer franchise – New regional competitor
  2. A Gaze – thank you from BBA for contribution to sport
  3. N Grylewicz – thank you to Board re Life Membership
  4. Membership Review – request for Venue Access review – due July ’19. CEO to seek advice form L Dunne.

**Schedule 2018 -** Important Dates:

Next Board meeting 22/5/19 at 6.30pm

Other Proposed Dates:

26/6/19

24/7/19

August – Sub Committee Meetings

25/9/19

23/10/19

27/11/19

Dinner 11/12/19

Meeting closed at 7.47pm.