

# Saturday 20th April, 2024 at 11am at Stratford Squash Club.

## CENTRAL MEETING OPENED: 11.05AM

**Present:** Anneka Weterman, Jeff See, Daryl O'Hara, Amy Simpson arrived 11.08am, Natalie Lane, Hazel Richardson, Melville Holmes and Pauline Chapman (minute taker).

**Apologies:** John Laurenson, Matthew Laurenson, Allan Bailey, Joy Littlejohn, Virginia Laws and Brett Cook.

**Last Minutes** - Passing of last minutes, 19 March 2024 no matters arising, Jeff See moved seconded by Natalie Lane. All agreed and passed.

Ran through action list Sponsorship manager spoke about John Turkington and Toyota and possible raising of funds with splitting blue gum in Turkingtons yards.

Several suggestions were made on where to use TRC Toyota funding, clothing for Refs and coaches, coaching camps.

President thought the sponsors won't care as much about where it goes but about the exposure they get. John Turkington wants to be main uniform sponsor so maybe we find somewhere else for Toyota.

**Meeting Reports** - All taken as received and read.

**Treasurer Report** - Jack Shearer invoice needs hours specified. Jack to be asked for it to be resubmitted. We discussed we need to decide what to pay these coaches, the proposal at the SNZ forum was discussed. Current claim forms rates discussed and we need to decide on a rate for National events. President is working on it. Two people owe money and are quite late, they have been communicated to with options. Both have agreed to pay within the next few weeks.

Discussed the debenture that is coming up 10 years now and the letter received from James Watts about it. We have had \$1,000 back thus far, offer to gift some back will be matched by Inspire. Communication from SquashGym has not been as much as hoped. Committee felt we could not gift our members funds.

Pauline Waite moved to not gift any funds, Jeff See seconded all agreed. James Watts to be advised.

<b>Finance Report 12 Mar - 13</b>	<b>April</b>	
<b>Payments</b>		
Wages	2510.57	
H&A Design	954.45	
IRD Paye	557.96	
Xero	176.98	Mar/Apl
Squashgym	420.00	Jnr Challenge-lunches
P.Chapman	982.53	Travel/Phone/Internet etc x 2
Kaizen Academy	546.48	Coach/travel 2023 P.Arno#
Brodie Benne#	150.00	Travel subsidy
Stragord Squash Club	500.00	Central Doubles
<b>Total</b>	<b>\$6,798.97</b>	
<b>Credit Card</b>		
Formstack	159.07	x2



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Zoom	26.9
The Warehouse	90.64
Interest	4.13
A/c fee	5.00
<b>Total</b>	<b>285.74</b>



#### **Investments**

BNZ	\$11,691.05
TSB	\$12,046.69
Bank Accounts	
General 00 A/c	\$63,533.46
Credit Card	-\$80.88
Total monies held	\$87,190.32
<b>Creditors</b>	<b>\$1,542.54</b>
<b>Debtors</b>	<b>\$41,834.10</b>

#### **Senior Convenor Report - Natalie Lane**

The Senior Squad had their first training session on Sunday 7<sup>th</sup> April at Hawera. We had 6 ladies and 2 men in attendance. Some players out due to work or injury, however, some have communicated no reason.

There are two other trainings scheduled and I am looking to talk to Paul Tuffin to run these.

Over the last couple of weeks, I have ended up recruiting a few more players who are interested in representing Central but had not done the Expression of Interest or had done it for Masters or Juniors and not Seniors. We may have to look at this process for next year.

In May we have two One Day Challenges coming up and the teams for these have been confirmed. The teams are below:

A few issues when doing the teams was the clashes with players home clubs tournaments. This has meant a couple of players are unavailable due to needing to help host their own open which is fair enough. Some have also expressed that they prefer Sunday, but others have mentioned Saturday allows better options regarding travel and staying to support the club. So in the end... we can't please everyone. The communication from a lot of players has been great so far and a playing uniform order list is nearly complete.

	Ladies	Mens
Leevey Shield (Waikato)	Abbie Holmes Chelsea Aim Deanne Dockery Anneka Weterman Anna Saunders Karla Swainson	Paul Tuffin Matt Nation Brodie Bennett / Darlington Matt Ratcliffe Rob Ward JVK NB: Brodie may have Worlds training so Kent or Thor are the reserve just in case
Saturday 18 <sup>th</sup> May at Kawaroa Park		Kent Darlington Brodie Bennett Matt Ratcliffe JVK
Eastern	Leonie Marshall Anneka Weterman Anna Saunders Mel Driescher Emma Rowe Laurie Hill	Thor Darlington Daniel Potter
Saturday 25 <sup>th</sup> May at Waipukurau		



Question asked if Anabel is playing seniors? Not available for the one dayers unfortunately, it was suggested do we need to have a conversation with her family, make sure everything is ok or if we can support them in any way.

### Media website proposal -

As we look to the future for Central Squash one of the things on the table has been whether we can improve our digital presence through better use of our Website. The timeline on this has been moved up somewhat as there has been an offer from SquashNZ to move onto the same platform as the one they are working with however we would need to get on this early.

As I was already working on a potential proposal for updating our website I have now incorporated the proposal from SquashNZ into the options. As I see it we have three potential options on the table:

See below for a more detailed overview of each of the options.

### Current Website

Link to current website: <https://www.centralsquash.co.nz/>

Current Developers: <https://gsadesign.co.nz/>

#### Pros

Already setup so no short term costs

#### Cons

Heavily coded and clunky back end

Pay external company each time any changes need to be made outside of updating the basics

### WordPress Website with Avada Theme

Links to website overviews:

Website builder - <https://wordpress.com/>

Theme - <https://avada.com/>

Example of Avada Wordpress sites (these have been developed by me)

<https://www.whanganuisquash.co.nz/>

<https://echtrabizservices.co.nz/>

## Pros

Easy to use back end for admin to adjust, add and edit once setup

Easy to link in plugins - can integrate with other systems we use eg. Hubspot for updating mailing list as partnerships and plugins already developed.

Includes free hosting so if our free inspire.net hosting doesn't continue we are covered.

## Cons

Costs (One-Off Setup) – could potentially look at funding options to cover this

Costs (Yearly) Yearly cost and setup fee will need to allowed for

Potentially won't have exactly the same look as SquashNZ or other districts as will be using a different platform

Avada Theme - \$79 USD

Would need to consider some compensation for my time to move all of the current information across and get the site setup...

\$408.00NZD for Wordpress Creator Account (allows for premium themes and use of plugins as well as a lot of other benefits - <https://wordpress.com/pricing/>)

## SquashNZ Suggested Website

Link to Website Overview: <https://woo.red/home>

Examples of what the sites will look like:

<https://squashwellington.woo.ceo/home>

<https://squashmidlands.woo.ceo/home>

<https://squashnz.woo.ceo/home>

## Pros

Potentially will have the same look as SquashNZ or other districts as will be using the same platform.

Setup costs covered by SquashNZ.

## Cons

Monthly hosting cost

'Word' style backend which doesn't seem to be as easy to use as has been pitched (have attended a session with the developers to get an understanding of this and that was my takeaway)

Pay additional to have any integrations or other features that aren't part of the base setup.

From the research I've done this company seems to be a bit of an unknown although when I met with them they said they have been in business for 20+ years. It concerns me that when I dug into the company their own website doesn't have a security certificate.

Costs (One-Off Setup) Free through Squash New Zealand

Costs (Yearly) \$600.00 – hosting fee with Woo

## Options

- Stay with our current website and provider.
- Move to the option being provided by SquashNZ.
- Move to a different option – my proposal is a Wordpress site utilising the Avada theme. Well respected platform (42.7% market share of all websites - <https://kinsta.com/wordpress-market-share/>)

Discussed offer from SNZ and the website they have been developing. The current website is clunky and we have to use GSA for some items as they are not user editable.

After looking into the backend and talking to the developers of SNZ offered site it did not seem like a good option. For the Wordpress site there is a yearly cost of \$408 per year, set up cost



\$70 USD, Anneka happy to do the set up but wants to be paid as 40 - 60 hours of work. \$1500 - 2000 quote to be made up for all the costs associated by Anneka and submitted to next meeting for a funding resolution. Jeff See moved, seconded by Pauline Waite. Microsoft 365 would not link in with website they have different purposes. Website resource page discussed.

### **District coaching co - ordinator role**

Discussed newly defined role, committee happy to adopt the new job description. Hazel Richardson to take on role as redefined. Overview to be delivered at next meeting.

### **Strategic Plan**

Communication and marketing on track.

Women numbers being addressed.

Coaching to be focused on Junior hubs are happening. Newly appointed Coaching Co-ordinator will start to look at co ordinating the districts coaches.

Capability - decided to focus with 1 club and then move to others. President suggested to start with Whanganui, we will put a proposal to Whanganui with taking them through a capability plan.

Natalie to be invited to next committee meeting to present to Whanganui committee.

Management model discussed but no actions decided upon.

### **Appointment of Child safeguarding representative**

Virginia Laws has offered to take the role of Child Safeguarding representative, Jeff See moved, seconded by Melville Holmes, all agreed and passed.

The use of imagery consent forms cover us when using players photo, under 18 have to have parent to sign. We are hoping SNZ will include this online in future profile.

Clubs need to be weary of using peoples images. The players will need to advise organisers they don't want images being used.

Child safeguarding policy

Membership protection policy covers a range of policies in it.

We can't use Health and Safety or High performance player protection policies of SNZ.

SNZ advised each district to have health and safety policy and to appoint Health and Safety officer.

Discussed should we be under clubs Health and Safety as our events are at different locations. Or do we need one of our own. Central need to do the policy, committee member has a contact that is a Health and Safety adviser and will ask if she can create one for us. Jeff See and Melville Holmes to be Health and Safety liaisons.

Complaints policy is under development and any complaints. The player representative is to be first point of contact then President and Vice president.

New website could have feedback form also.

Natalie Lane moved that Squash Central adopt the Child Safeguarding policy and Squash NZ Member protection policy. Jeff See seconded, all agreed and passed.

### **Funding Resolutions -**

Natalie Lane moves we apply to Mainland foundation for Graded Champs Nationals Entry and accommodation costs. Seconded by Pauline Waite all agreed. Passed.

Pauline Waite moved that we apply to Eastern and Central Community Trust for 6 months Administrators salary from August 2024 - January 2025. Seconded by Jeff See, all agreed and passed.

Jeff See moved we apply to Pub Charity and Tab for National Representative team travel, accommodation and entry costs, Natalie Lane seconded, all agreed, passed.

### **Refereeing co ordinator**

Discussed how Refereeing needs to be co ordinated.

Melville Holmes nominated Natalie Lane, Hazel Richardson seconded. Treasurer advised budget \$3730 for the year.



## Uniforms

Spoke about reliability brand reliability and material performance to be taken into consideration.  
Went through stocktake list to calculate needs for this year.  
Administrator to buy 10 small singlets and send to Lasercraft to print.

## Regional coaching forum proposal from Jason Fletcher (SNZ).

Committee decided would be good to offer our coaches some ups killing opportunities. We are interested but need confirmation of costs so we could apply for funding.

Jeff See left meeting at 1344 and Melville Holmes took the chair.



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## General Business:

Graded Champs - new rules that came out from SNZ was not raised well. 3 graded matches needed by F/J graders. We had 3 entries that would not have been eligible to go to Nationals. Administrator has already spoken with SNZ while on district hui and they are looking at reviewing the rule. Feedback to be sent to SNZ.  
Discussed various possible changes to format, process and timing, specific recommendations to be made to committee.

Anneka Weterman left meeting at 2.05pm

People not having numbers in their entry. Cell numbers should be compulsory. iSquash needs to make it a compulsory field. SNZ to be advised.

## Meeting Closed 2.22pm

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## Next Meeting via Zoom on 10th June 2024 at 7:30pm

Minutes signed and dated as true and correct by President Jeff See.

President \_\_\_\_\_ Date \_\_\_\_\_

### Action list to be completed

26.6.23	More comprehensive hosting guidelines to be given to TC for Super Champs	AMY	No later 6 weeks before SC, so can send out with entry information.
26.6.23	Help Anneka build social content, share cool things happening with your club and buddy clubs, share some personal info /interesting facts about yourself for media tiles.	Amy, Joy, Matt, John, Pauline W	ASAP so series can get underway please.
18.9.23	Set of rules to be written up for District COC events outlining fill ins eligibility for titles	John and Jeff	To be done
6.11.23	Coaching plan and coach to be found for Taranaki area and funding applied to Toi Foundation	Amy	In progress, Luke on crutches, focus is on getting walls perhaps awaiting response from Jacinta.
7.2.24	Offer Paul Tuffin Senior coaching role	Jeff	Communication has failed Jeff still trying.
19.3.24	Alternative uniform supplier to be found	PC and Daryl	In progress, narrowed down to Dynasty and Belgravia. Samples being requested
19.3.24	Microsoft 365 costing and option investigated	Joy/Bill	Jeff to chase up

20.4.24	Contact Jack Shearer to get hours added to invoice	PC	Done
20.4.24	Coaching overview to be delivered	Hazel	Next meeting
20.4.24	Full quote to be supplied for all costs associated with new website development	Anneka	Prior to next meeting so Resolution can be done
20.4.24	Ask Whanganui if they wish to be part of a capability programme with Central	Natalie	
20.4.24	Buy 10 x small singlets and send to Lasercraft for printing	PC	ASAP
20.4.24	Advise Jason Fletcher Central keen to contribute to regional coaching forum but need details and time if applying for funding.	PC	
20.4.24	Email feedback about Graded Champs to SNZ	PC	
20.4.24	Make recommendations for change to hosting guidelines around this event	Amy	
20.4.24	Advise James Watts that we do not feel we can donate our members money to SquashGym	Pauline Waite	

