



Franklin Squash Racquets Club

Committee Meeting Agenda

Monday 15th November 2021 6.30pm

Committee members: Evan Warren EW (President), Hayley Roux HR (Treasurer & Interim Secretary), Rajeev Verma RV (Men's Club Captain), Charle Kounoudis (Ladies Club Captain), Juli Voykovic JV (Activities Coordinator), Ariston Kounoudis AK (Junior Representative), Laurika Swartz LS (Administrator)

Apologies: Raj Verma

Approve minutes of last meeting (October): Moved: Hayley Seconded: Evan

Actions/Matters arising from previous meeting held 20th October 2021

1. Health & Safety (All)

2. President (EW)

- Second TV and hardwiring quote – to buy during Black Friday sales in November
- Tablets and screens for courts – speak to Geyser City Club – carry over
- Roadside signage – contact Sign Wise for advice - carry over

3. Treasurer (HR)

- Applied for \$2,500 from Tamaki Makaurau support fund – approved but not yet paid so unsure of amount to be received.
- Applied for and received 4th round of Covid resurgence support.

4. Club Captain's (RV & CK)

5. Facilities Coordinator (vacant)

6. Activities Coordinator (JV)

- Proposal for spend on junior equipment before year end (\$2,912).

7. Player Development (vacant)

8. Junior Representative (AK)

9. Administrator (LS)

- ePos has deleted Tyro & repaid \$57.50 for Xero integration.
- All Covid health and safety protocols in place at club.
- All Covid vaccination feedback from Squash Auckland shared with committee.
- 2021 annual membership document completed and submitted end of October.
- Received breakdown of interclub refund from Squash Auckland, all captains refunded.
- Email sent to members re. change of AGM date to Friday 26 November.
- Perfect Painting new sponsor sign up on court 1 (front top half). Pro-shop sign up.

10. Redecorating subcommittee – Charle, Kristelle, Juls

- Present ideas to committee – begin work during summer quieter months.

Current Meeting

1. Health & Safety (All)

2. Administrator Update & Correspondence In (LS)

- Membership numbers:
 - i. Senior: 76 + 14 inactive = 90
 - ii. Junior: 12 + 8 inactive = 20
 - iii. Taster: 13 inactive
 - iv. First Time: 17 + 2 inactive = 19
 - v. Family: 27 + 3 inactive = 30
 - vi. Couple: 26 + 2 inactive = 28
 - vii. Associated: 2
 - viii. Social: 2
 - ix. Monthly: 2
 - x. Life: 6
 - xi. Casual: 4
 - xii. On Hold: 2
 - xiii. Total members: 218**
 - xiv. New members in past month: **none**
- Quite a few members with expired memberships who are waiting until we can open again before they renew.
- AGM: need to send out agenda, annual report and motions 10 days in advance of AGM.
- Yvonne Edwards sent email for her interest in the Club Captain position.
- 2022 Open tournament (16-18 June) sponsor is NZHL Pukekohe (already paid \$1,500).
- Irene Van Wyk pulled out of sponsoring 2022 Masters Tournament (1-3 April). **EW to speak to Kevin & Christine from Harcourts.**
- Court wall cleaning – decision on date to send out to members. **EW to raise in general business at AGM.**
- Pak n Save sponsorship for A2 tournament – form completed, awaiting feedback.

3. Treasurers Report (HR)

- October & YTD results - refer to results summary at end of agenda.
- Business House – do we refund money due to lockdown or discount 2022 fees? **EW to speak James about the sponsorship and what to offer to players.**
- 2021 annual report to be filed by 31 December with Companies Office.
- Accountability report for Grassroots and Auckland Council to be completed by 31 December.
- Decision whether to apply for any funding from Grassroots or NZCT for 2022. As Mark is providing the junior coaching for free, suggest we apply to NZCT for funding for the administrators cost only. Could consider whether we want to apply to Grassroots to clean & repaint one court in 2022. **All agreed to apply to NZCT for administrator fees and Grassroots for cleaning/repairing courts – HR to apply before end of January 2022. LS to get two quotes for cleaning/repairing courts.**

4. Presidents Report (EW)

- Counties Rugby union proposal - will defer to 2022 season.
- Xmas party – Evan offered to hold BBQ at his house. Tentative date 11th December.
- Plan on club re-opening including vaccination mandate. Agreed when allowed 50 people in to club we will reopen. We will run with Squash NZ recommendations on vaccinations. **EW to discuss vaccination in general business at AGM.**
- Request from James Green to get a copy of the Pro-shop contract. **Committee agreed the contract is not for public viewing as it is a contract between the committee and the operator. EW to type up response for HR to send to James.**

- AGM - LS to send email that we will defer AGM to Friday 3rd December.
- AGM – EW to speak to Trevor Hyde regarding what the definition of a motion is for the AGM.

5. **Club Captain's (RV & CK)**

6. **Facilities Coordinator (vacant)**

7. **Activities Coordinator (JV)**

- JV to send proposal with two independent quotes. LS to assist in getting quotes.
- Summer doubles tournament. Will depend on lockdown levels – to decide at next meeting.

8. **Player Development (vacant)**

9. **Junior Representative (AK)**

10. **General Business (All)**

2021 Dates:

- Friday 3rd December – Annual General Meeting
- Summer doubles tournament – tbc

2022 Dates:

- 1st – 3rd April – Masters Tournament (no sponsor)
- 3rd – 5th June – Senior Masters Tournament (no sponsor)
- 16th – 18th June – Open Tournament (sponsor NZHL)
- 15th – 17th September – A2 Tournament (no sponsor)

Other Important Dates:

- Firewatch Fire & Emergency – expiry 21 April 2022
- Alcohol license annual fee – due 21 May 2022
- Building Control – expiry 21 May 2022
- Building Warrant of Fitness – expiry 31 May 2022
- LPG Gas Certificate – expiry 18 October 2022
- Rinnai Gas Safety Certificate – expiry 27 October 2022

- **Alcohol/bar license – expiry 21 April 2023**

OCTOBER RESULTS SUMMARY

- Net **profit** for month = \$442, Last year profit = \$6,505.
- Bar sales = nil, GP \$ = nil, GP % = 0% (GP % YTD = 0%).
- **Other income = \$3,055** made up of \$2,348 Covid resurgence payment, \$739 membership subs.
- **Costs = \$2,613** mainly made up of affiliation fees \$739, depreciation \$958 and power \$362.
- Costs a lot lower in October due to full month of lockdown, ie, no cleaning costs, lower power costs, no administrator cost due to Wage subsidy.
- Bank account healthy at \$52.5k, \$1.8k more than September.
- Receivables up to date, all interclub fees repaid to captains.
- September creditors paid = \$1,931. Due for payment 20th November. **Moved: Evan. Seconded: Charle.**

Expect 2022 to be a less profitable year than 2021 due to the deferral of membership fees following Covid lockdown.

Meeting closed: 7.50pm

Next Meeting: 6.30pm Wednesday 15th December 2021