

BSAACT COMMITTEE MEETING MINUTES
Chisholm
20 MAY 2020

Meeting opened: 7-04pm

In Attendance: Loraine O'Bryan, Nick Payne, Shreyas Kumar, Leigh Condon, Pat Wadsworth, Fred Buckley. **Apologies:** Mark O'Neill

Minutes of Previous Meeting: Minutes of the previous meeting. Moved by Nick Payne, seconded by Shreyas Kumar that the minutes be accepted. **Carried.**

Correspondence: Loraine O'Bryan tabled correspondence received since the last meeting. This included notification from the ABSC relating to the draft membership and child protection policies, a letter from Murray Jeffreys in relation to the Association's policy on prizes and advice in relation to the Associations' insurance policy coverage to July 2020. The issues raised by Murray were considered. His views were noted, however it was agreed the policies adopted by the Committee last year that prizes would be awarded on the basis of the underlying principle of player improvement and development of snooker in general would continue. Moved that the correspondence be accepted by Nick Payne seconded Pat Wadsworth. **Carried.**

Treasurer's Report: Shreyas Kumar tabled the report for all financial transactions for the period 20 February to 20 May 2020. Moved that the Treasurer's Report be accepted by Leigh Condon, seconded Nick Payne. **Carried**

One of the issues arising from the Treasurer's report was the question of the need for maintaining a Post Office Box address. It was noted that most correspondence to the Association is via electronic and digital means and that since the last committee meeting in February only three items had been received through the PO Box. In light of this the Committee agreed that it would discontinue this service. Loraine O'Bryan agreed to follow up on the necessary action required to close the PO Box.

Action: Loraine O'Bryan to undertake.

Business Arising from the Minutes:

1. Draft Membership Protection Policy/Child Protection Policy

Moved by Leigh Condon and seconded by Nick Payne the draft Membership Protection Policy recently provided to Committee members for comment be adopted. **Carried. Action: Loraine O'Bryan to circulate new Membership Protection Policy to Members via BSAACT's website.**

Loraine O'Bryan advised that she is still working on the Child Protection Policy and this will be considered at the next meeting. **Action: Loraine O'Bryan to circulate CPP before next meeting.**

2. Electronic Membership Form

It was agreed that the Electronic membership form would be uploaded to the Association's website and a reminder sent to all those members who have not completed it to do so. **Action: Loraine O'Bryan to undertake.**

3. Competition Fees:

The Committee agreed that the competition fees for the remainder of the season would be \$10 for individuals, \$20 for teams and \$10 for individual State competitions. The fee for a substitute player has been set at \$5 with a max of two per comp. The Committee also agreed to the refund of all competition fees but not the membership fees paid by members this year. Loraine O'Bryan will write to members advising them of the decision and to inform that they will need to advise the Treasurer

of their bank account details as refunds will only be provided via electronic funds transfer. **Action: Loraine O'Bryan to email all members.**

4. Moving Forward:

Two separate discussions arose in relation to this Agenda item. The first which was raised by Loraine O'Bryan at the commencement of consideration of Other Business items raised her concern about diminishing membership and participation and what might be done to improve the situation. The second relates to BSAACTS responsibilities to members in relation to health issues to contain the spread of Coronavirus once competition resumes.

In relation to improving participation rates it was noted that not much is being done at present in the way of canvassing new members apart from the coaching clinics and come and try snooker days. The committee agreed that more needs to be done to encourage more people to participate. It had been suggested to Loraine O'Bryan that in order to improve our chances of gaining future funding/grants that the Association not only needs to increase its membership but that we also need to promote our sport to the ACT community.

A couple of suggestions were considered. The first was a request to members to encourage their friends to come and try. The second was the need to improve the coverage of our promotional material on our Website. It was also suggested that we might approach the Clubs who provide snooker facilities to provide information on their websites. **Action: Loraine O'Bryan to investigate.**

It was noted during discussion that restrictions on Clubs in the ACT might be eased from 19 June and while this may not include the reopening of the snooker facilities until a further easing of restrictions we need to consider the health guidelines in relation to Covid-19.

In this regard it was agreed that BSAACT would provide hand sanitiser, wipes and cloths for wiping down tables, rests, and cues etc at each of the playing venues. This would be accompanied by guidelines setting out the personal hygiene and other requirements which must be followed by members during participation in our sport. The necessary supplies will be purchased and placed in locked cabinets at the venues and members will be advised of the guidelines before play resumes.

Agreement on Expenditure of ACT Government Covid-19 Grant

Moved Loraine O'Bryan seconded Pat Wadsworth that BSAACT purchase the necessary supplies including hand sanitisers, wipes, cloths, masks and gloves with the \$650 ACT Government Grant.

Carried. Action: Loraine O'Bryan and Pat Wadsworth to undertake buying approved items

Authorisation to purchase items under the ACT Government Development Grant:

Moved Loraine O'Bryan seconded Leigh Condon that \$1020 from the BSAACTS Development fund account be used to match the ACT Development Grant which had been approved for the purchase of two sets of balls, 2 long rests and two transportable tables. **Carried. Action: Leigh Condon**

Authorisation of Expenditure under the Operational Grant

Moved Loraine O'Bryan, seconded Pat Wadsworth, that funds from this Grant be used to purchase a new mobile phone and a computer for the Association's use (if funding for a computer is not gained as a result of BSAACT's Digital Grant application). **Carried**

Digital Grant Application

A grant has been lodged with the ACT Government (Digital Grants) for funds to assist with the cost a video camera to allow the Association to produce a promotional video on the rules of how to play snooker as well as to assist with the cost of a computer. A decision on the grant is expected in approximately six weeks.

2020/2021 Budget

The Treasurer agreed to prepare a draft budget of income and expenditure for the next financial year. As part of the discussion on this item it was noted that Training and Refereeing accreditation requirements for next year need to be taken into account for travel and accommodation expenses required as the training is most likely to be conducted in Adelaide. It was moved by Loraine O'Bryan and seconded by Pat Wadsworth that expenditure for this purpose be approved as part of the 20/21 Budget. **Carried. Action Shreyas Kumar**

As part of the discussions on next year's budget Leigh Condon also moved that a portion of the Annual Surplus of the Association be allocated to the Association's Development Fund account. The proportion of the surplus to be so allocated is to be at the discretion of the Committee based on the size of the surplus and the requirement to cover the usual operational costs. The motion was seconded by Pat Wadsworth and **Carried.**

Other business:

The Cloud and data storage capacity was raised and discussed. It was agreed by committee that this requirement would be met with the purchase of a new computer and phone.

Next Meeting

Scheduled for Wednesday 17 June 2020 - Venue to be advised.

Meeting closed 8.45pm