

Squash Committee Meeting - Minutes

19th August 2019 @ 7.30pm

Attendees: John Cross, John Sawyer, Phil Rushworth, Phil Black, Nicola Sands, Rolf Buhler, Mark Williams, Mark Adkins

Guest speakers: Vincent Tam, Simon Shields

Apologies: Tina Fuselli, Raja Ram, Geoff Chapman, Paul Mayo

- Minutes of last meeting approved
- PB board update
 - It is suggested that Badminton and squash to collude for added benefit of membership
 - Inter-discipline team building proposed by board (e.g. golf days, fishing, dodgeball)
 - Social media overlap
 - NS updated on Jordan's availability to provide help, with his term coming to an end
 - New intern possibly in September
- JS update on DSC
 - Health and safety list discussed
 - MA mentioned 50 - 60 contracts to sift through
 - Addressing priority - focus on Health and Safety, with Chubb doing most of fire work
 - L1 Compliance is goal
 - Budget to be agreed in September - then distribution and decisions
- PR squash UPDATE
 - Graded update, lots of people great success
 - Club Locker used as online scoring system, Tina supported. Feedback was it was very successful
 - Dunlop supplied some prizes
 - 30 stayed on for Bbq with tickets
 - Sponsorship update
 - Dunlop kit has arrived
 - Spoken to sponsorship lead, rackets to arrive soon.
 - Coaches to test rackets then select a few to make available for testing and sale

- Possible demo night for rackets - ideas are open
 - Idea to sell balls - discount for balls bought in dozen
 - Dunlop given 1 racket for a raffle - to join, members to pay for a ball and then throw at target on court with the closest ball winning
- Nick Matthews - Masterclass booked for 23rd Nov
 - Will sell time/ workshops - members first... Phil and Jeremy also involved, court rotation
 - Santo - u17 champ to play exhibition - will need to be paid
 - PR to get hold of nick Matthew
 - NS to get marketing templates to promote masterclass sessions
- Vincent Tam - club vision and squash support presentation
 - Intros
 - Background to why he's here is to provide information to squash to build business plan
 - Membership dropping consistently for 10 years - currently at 1300
 - Presentation of actions taken to improve clubs
 - Mark W hung a bunch of pieces of paper (images attached in appendix)
 - Strategy: (pics attached)
 - Organisation and governance -
 - Membership
 - Finance
 - Social & Sports
 - Business plan (pics attached)
 - Organisation -
 - Membership
 - Finance
 - Sports and social
 - VT Proposal is for committee to come up with ideas then present to the board (current roles not well defined at the moment)
 - RB - questions around status of finance system
- MA - discussion around LED lights on courts 5&6, very quick win as capital recovered in 6 months. DWP to raise bringing this forward.

- PR - Wimbledon cup to use online forms, with link for PayPal (MW to set up form, PR to provide form detail). Would be good to have email confirmation once entered
- Update on matters financial from Geoff Chapman via email:
 - I have had several meetings with Neil, Abdul, Jackie and others and am getting involved in the more general issue of trying to streamline the club's financial management and reporting systems so that we can a) better drill down into the figures and b) cut down on the external accountant fees that we currently incur each month. This affects everything, not just squash, and is a prerequisite before the squash finance subcommittee can do anything useful. Neil has set up a working group to run this, with the aim of getting sorted for the start of the next financial year (Oct I think) and I have agreed to help with that.
 - I have also been working with Jackie to streamline the daily import of data from Legend into Sage, which is currently very manually intensive. Should get that wrapped up this week. It will save staff time and reduce errors.
- Next meeting confirmed for 23rd September 2019

Appendix:

Business Plan 2019-2020

Organisation

- Plan in place for implementation of policies/regulations & management system (e.g. HR, HS, Legal, Safeguarding...)
- Criteria set for positioning ourselves to make mega bid.

Membership:

- Stabilised at 1250 (full fee-paying equivalent)
- Expert advisory group

Finance:

- Reserve @ £150k
- Maintenance + improvement @ £50k
- A functioning financial management system.

Sports + Social

- Best practise (a gaps identified) implementation plan
- Additional 2 national tournaments in 2020
- 5 social events
- 3 intersports events.

Build a Strategy
Build a foundation for growth.

- 1 Organisation & governance
 - Policies, regulations
 - Management systems
 - Good governance → to bid for mega-sponsorship.
- 2 Membership
 - Steady and in an upward path
 - 1400.
- 3 Finance
 - Fit for purpose - financial management system
 - Expenditure planning, eg. maintenance
 - Build up reserve of £300k
- 4 Social + sports
 - Sports: adopt best practise
 - : firmly place WRPC in national calendars
 - Social: 12 intersports/social events/y.r.

Vision

To become a UK leading badminton & squash club, delivering uncompromised (a) sports excellence, (b) national & international players across all age groups and (c) the enjoyment of sports for all members of all standards.

Four OPERATING PRINCIPLES

- 1) One Community
 - work together for a vibrant community
- 2) Building our Future
 - attract and nurture the young to produce champions of the future and base of good players.
- 3) Excellence
 - Irrespective of age, members can reach the pinnacle of their sports.
- 4) Supportive Environment
 - Irrespective of abilities, all can enjoy in supportive & friendly environment.