

## Aylesbury Squash and Racketball Club

### Minutes of Squash Section Committee meeting 8.00pm 23<sup>rd</sup> May 2023

**Present :** Jamie Morgado (Chm), Fraser Mathews, Oli Field, Darren Franklin, David Tattam, Dan Kerr, Bonnie Doe, Dan Robinson, David Evans, Julia Foster (Zoom), John Gilmour (Zoom), Aidan Turnbull (Zoom), Maxine Major (guest)

1. Minutes of post AGM Committee meeting 27<sup>th</sup> April
  - *Approved for distribution*
2. Actions brought forward from Committee meeting 4<sup>th</sup> April (subordinated to responsibility areas below – prefixed B/F)
  - *Covered below*
3. Actions brought forward from Committee meeting 27<sup>th</sup> April (subordinated to responsibility areas below – prefixed B/F)
  - *Covered below*
4. Introduction to Maxine – MM
  - *MM shared an overview of her role at the club. Running the club office, MM covers; function room bookings, squash and tennis court bookings, sending Mailchimp communications, coffee machine upkeep, as well as new member onboarding, acting as first point of contact for all enquiries coming into the club for both squash and tennis, and responding to the website chat (at all hours). Workings hours are 9:00 – 14:00, although most days will be around for another couple of hours. Noted that tennis section has a membership secretary but squash section currently doesn't.*
5. Update on club structure – SD / DH
  - *Due to early stage of discussion, JM gave update on the current situation and options moving forward. JM to issue his pros and cons to the group. C/F to next meeting (JM)*
6. **Committee**
  - a) New members
    - *Since the last meeting Dan Kerr, Aidan Turnbull and Fraser Mathews have all offered help on the events side*
  - b) B/F - Areas of responsibility to be confirmed at next meeting
    - *Committee members shared in turn an understanding of their roles, recent highlights and challenges*
    - A. Club / Facilities – JM
    - B. Teams / MMM – DR
      - *Currently have 3 men's teams; the 2<sup>nd</sup> and 3<sup>rd</sup> teams both being promoted this year. A decision on a 4<sup>th</sup> team needs to be made imminently – we need to confirm to Bucks Squash by May 31<sup>st</sup>. Each team has 8 home matches per season (along with 6 home matches for the ladies' team). Junior teams haven't been running for the past couple of years, other than an interclub format on Sundays. For actions see sections 8, 10, 11 below*
    - C. Leagues – DF

- *DF will administer the mixed squash, ladies' squash, and racketball leagues going forward. Comments on rules, joining notes, leaving during the month etc. covered in section 9 below*
- D. Ladies – JF
  - *Ladies team did well this season. Internal ladies' leagues are going well, with an average of 15 entrants over the last few months. Ladies Monday night coaching is also proving popular. There is also quarterly county training.*
- E. Racketball / Sponsorship – DE
  - *DE works 2 days a week for England Squash looking after the county network. Also sits on the Bucks committee looking at racketball and strategic development support. **Sponsorship** – Daylo / KDA Accounting / Impact Signs all up for renewal. Benefit to sponsors is not huge, normally more of a reciprocal relationship e.g. with Impact Signs. Club contacts usually used for shirt sponsorships. **Racketball** – the club has 3 teams, all playing in Div 1, on Wednesday evenings*
- F. Juniors / Coaching – OF
  - ***Juniors** - We now have 1 x Level 3, 1 x Level 2 and 2 x Level 1 junior coaches, along with a number of others available to support on an ad hoc basis. MM is supporting with admin / onboarding, helping with payments and building relationships with kids and parents. There are 10 sessions per term, with a summer break. Normally around 25 attendees aged 5-15, the challenge being to get girls to continue playing after the age of 10. Junior leagues have now commenced – the feeling is MMM may not be the right platform for them. Teamo<sub>is</sub> is used for junior coaching payments, it's locked down, is GDPR compliant. We've been asked to go into schools e.g. Buckingham Park to promote squash. **Coaching** – last year the coaching team broke even with fees of around £1100 offset by costs of payments to coaches, balls, court fees and membership fees, and DBS checks. Challenge is finding new coaches – Russell Floutier is now a Level 1 coach.*
- G. Safeguarding – JG
  - *JG's role is ensuring that the safeguarding policy is in place and adhered to. There have been no safeguarding incidents reported in the last 12 months*
- H. Social Media / Comms – BD
  - *BD has picked up social media duties from MM, and has already designed and printed footwear posters. Could also look at automating the onboarding process. DE suggested enhancing BD's role to cover social media responsibility for racketball and tennis as well.*
- I. Events / Social – DT, FM, AT, DK
  - *Past events have included club championships, racketball championships, chairman's cup, doubles tournaments, pink dot challenge, wooden racket challenge, ladies squash day, world squash day, club open days. For actions see section 14 (c) below*
- c) Communication of Committee members and roles – email / noticeboard
  - *Agreed that committee members will submit a 2-line bio together with a photo to BD who can then pull together a 'meet the committee' sheet for mailing / inclusion on the noticeboard. See section 13 below for action*

## 7. Facilities

- a) B/F - Glass doors- fitters are supposed to be coming back to make improvements?

- *JM is meeting with the fitters on Friday 26<sup>th</sup> May to discuss. Noted that the club is withholding 50% of the cost at present. **C/F to next meeting (JM)***
- *It was commented that players (on crt3/4) have found it distracting to see people playing on the opposite court, or waiting outside the court. This should resolve itself once the doors are completed and advertising is applied to them. No action*
- b) B/F - Walls ct 4 front left plaster blown (is ct 2 ok now?)
  - *Also noted that court 3 is needing maintenance as well. The door fitters should be able to remedy this. JM to cover with DE offline. **C/F to next meeting (JM/DE)***
- c) B/F - Door lock to men's changing rooms- DE to ask ST again about timescales.
  - *Per ST the installation requires a combination of access on MMM and DIY skills. Paul Rickard installed the Ladies' lock, and has had one failed attempt at fitting the Men's. JM will speak to ST and Paul. **C/F to next meeting (JM)***
- d) Access door to courts is being propped open. Can it be unlocked at peak times or have a relocking timer to allow access to the water fountain?
  - *The door is constantly being propped open with fire extinguishers, brooms etc. The suggestion was made as to whether it can be left unlocked at certain times; this was felt undesirable due to security and safeguarding issues. JF also asked about the possibility of setting a timer on the locking mechanism, which would allow players to visit the changing room / water fountain before it relocks. According to ST this is possible, using Doorflow. MM can assist with setting access during events. JM to look into with ST/MM. **C/F to next meeting (JM)***
- e) Issues with the ladies door lock
  - *During Ladies team matches, visiting players are unable to access the changing rooms. Two possible solutions were suggested, i) issuing guest fobs to players, although this would require a separate account being set up on MMM for each fob. The risk would then arise of players forgetting to return the fobs, and ii) MM mentioned that there are master keys for the locks. Lending this could be an option, although still with the risk of it not being returned. JM to speak to MM / ST. **C/F to next meeting (JM)***
- f) Whiteboards for courts 2, 3 and 4
  - *Requested for score keeping during matches. It was noted that there are larger whiteboards sat in the corridor outside courts 1 and 2 originally intended to be used for coaching. MM and OF offered to help move these (i). Regarding smaller boards, DE will supply contact details of whiteboard supplier to JM, who will then propose purchase to John Phipps (ii). **C/F to next meeting (i) (MM/OF) (ii) (DE/JM)***
- g) Court maintenance / repairs
  - *See (a) (b) and (c) above. No action*
- h) Lighting between car park and clubhouse
  - *Concerns raised that the lighting from the clubhouse to the carpark doesn't work, making it unsettling to walk and raising the risk of injury. Noted that this is*

*a main committee issue. JM to raise with main committee. C/F to next meeting (JM)*

- i) Use of camera on court 1 – charge for use?
  - *DR asked about the possibility of charging players for use of the camera on court 1, to record for training purposes. However, it can only stream rather than record. DK suggested that a player could possibly provide their own GoPro and use the court camera's housing as a solution. No action*

## **8. Teams / MMM**

- *Can we send out an email with the next leagues asking for anyone interested in playing for teams to connect with DR? DR to draft message, DF to include on next leagues notifications. C/F to next meeting (DR/DF)*

## **9. Leagues**

- a) B/F - **Need** guidance notes for new joiners to the leagues - how to use and to identify where they should be placed in the leagues. Could be based on ladies new joiner guidance. (Copy attached)
  - *DF to base guidance on ladies new joiner guide and liaise with MM for issuing to new members. C/F to next meeting (DF)*
- b) B/F - Reminder to go out with the next leagues; 'How to leave the leagues during month'
  - *There is some confusion as to how players can retire from the leagues once they've been issued. DF will draft the options, and the consequences of each, for appending to the next league email. DF also suggested hard copy on the noticeboard. 31<sup>st</sup> May (DF)*
- c) League rules – refresh and reissue / display
  - *Suggestion made that it's time the rules for the leagues were revisited and refreshed. There is a hard copy of the rules on the noticeboard in the corridor to be used as base. OF suggested it should include final comment about having fun. DF to draft and share for comments. C/F to next meeting (DF)*
  - *Comment was also made that players have dropped out of the league when facing relegation, only to rejoin the league at the same level they were previously at. DF will try to address this in redrafting the rules. To be covered within (c)*

## **10. Ladies**

- *See comment within Juniors ref playing juniors in senior leagues*

## **11. Juniors**

- a) B/F - Junior Leagues - U14's in leagues; DE, SD, JG and OF to discuss
  - *It's felt that a reminder to league entrants to consider their behaviour when playing youngsters is needed, to reduce the risk of causing any distress. Equally JF mentioned that some ladies have felt uncomfortable when playing juniors due to instances of ultra competitiveness. OF will write up a communication regarding expected court etiquette, and pass to MM for issuing to parents.*

## 12. Safeguarding

- a) B/F - 'Safeguarding' rules; JG and JF to meet county chair and SO. Need clarification for next season for U14's and U19's playing in adult teams and leagues
  - *JG has emailed Bucks Squash suggesting a meeting but not yet had a reply (in response to JF's incident at Chesham). AT mentioned that Bucks Committee are meant to have agreed on their policy, which will be distributed post their AGM. JG will chase. C/F to next meeting (JG)*

## 13. Social Media / Comms

- *Agreed that committee members will submit a 2-line bio together with a photo to BD who can then pull together a 'meet the committee' sheet for mailing / inclusion on the noticeboard. OF would like a group photo of the junior coaching team. C/F to next meeting (All / BD)*

## 14. Events / Social

- a) B/F - Exhibition – Sat 22nd July. Details on number of tickets and prices purchased pre covid. Date of ticket sales. Need to raise funds to help pay – raffle and food?
  - *There is a meeting scheduled for Thursday 25<sup>th</sup> May to agree details on ticket prices / availability, and sources of funds. One committee member is requested to attend, and feedback to BD for communication. Due June 9th (All/BD)*
- b) Committee nominations for exhibition
  - *2 spots are available to play in the exhibition. Suggested that one is offered to the winner of the Club Championships. The other to be put to a members' vote. Each committee member to submit two names to DF by Friday 9<sup>th</sup> June. Due 9<sup>th</sup> June (All/DF)*
- c) Social / events calendar
  - *Events team to compile schedule of possible events. Suggestions already made include county events, squash tv nights, +40s, 50s tournaments, quiz nights. C/F to next meeting (DT/FM/AT/DK)*
- d) Use of monitor in the bar area to display event calendar
  - *To be revisited once social / events calendar is prepared. C/F to next meeting (DT/DK/FM/AT)*

## 15. AOB

- *Continued instances of players not changing their footwear before going on court are being reported, with one culprit being identified and spoken to and reacting confrontationally. It's not limited to Pay and Players. Solutions suggested included*

*putting into the T&Cs, including in a membership pack for new members. All agreed to monitor and raise the issue as they encounter it. C/F to next meeting (All)*

16. Date of next meeting

- *Tuesday 20<sup>th</sup> June at 19.00 for full committee meeting*

17. Close