

ASRC - Squash Committee Meeting

7.30pm 31st August 2023

Minutes

Attendance

AT OF JM DR DK DT JF MM

Apologies

DF DE BD FM

1. Minutes of Committee meeting 20th June
APPROVED
2. Actions brought forward from Committee meeting 20th June (subordinated to responsibility areas below – prefixed BF)
3. Structure
 - a) Draft constitution presented by **JM**

EDITS FROM OF:

- Typo of AGM,
- Removal of proof requirement for Student Memberships,
- Removal of blue light requirement for Blue Light discount and offer to NHS, social care sector, armed forces and emergency services),
- Remove references to Membership Secretary,

EDITS FROM JF:

- Add joint memberships for those with active tennis subscription, remove policies out of the constitution and have as separate documents,
- Add aim/objective to participate in County matches,
- Remove reference to Welfare Officer,
- Add committee discretion to issue honorary temporary memberships for professional players,

EDITS FROM JM:

- Committee may consist of roles rather than shall

APPROVED unanimously by those present.

- b) Squash Club bank account progress **JM**
 - Barclays identified as the new entities bank of choice and that they shall be appointed as our bankers.
 - Any two authorized persons > £500, any less, Hon Treasurer or Chairperson may authorize.

APPROVED unanimously by those present.

- c) Squash Club signatories **JM**
 - JM (Ex Officio as Chairperson)
 - DF (Ex Officio as Hon Treasurer)

- OF and DT

APPROVED unanimously by those present.

d) Quarterly Finance Update **JM**

- Digital record of accounts was provided by JM ahead of the meeting to Committee members and a verbal commentary was provided during the meeting.

ACTION BD to email to Squash membership a copy of the accounts.

4. Committee

a) B/F - BD to collate bios and pictures for 'Meet the Committee' sheet for mailing / inclusion on noticeboard. **Complete** – *committee poster is now displaying on notice board*

- A record of thanks to BD for her efforts in pulling this together. Many positive comments from members about the enhanced visibility.

5. Facilities

a) B/F – Court 4 door can be hard to open, OF and DK have volunteered to have a look at it **OF/DK**

- OF/DK looked at the door. As number of complaints have decreased no further action will be taken.

b) B/F - Walls on courts 3 and 4 need replastering. Held over until after EGM **JM/DE**

- **ACTION ALL CTE to write to JM any court works that need doing so we can get Mellior to quote.**

c) B/F - Door lock to men's changing rooms- JM to get access to Doorflow and liaise with ST who will then fit the lock **JM**

- Door flow issue is resolved. Paul to find some time with ST to install. J
- **ACTION JM to handover to SD.**

d) B/F - Access door to courts is still being propped open. JM to look into installation of additional water fountain after EGM **JM**

- Priority is constitution and bank accounts for JM. This will be revisited at a later date after section has fully separated.

e) B/F – Lighting between car park and clubhouse, still very dark at car park end. JM to revisit following EGM **JM**

- Sports club have agreed to put an additional light on the pylon closest to the squash courts.

f) B/F – All agreed that shelves outside courts would be useful and look tidier. JM to revisit following EGM **JM**

- **ACTION AT / DK will revisit**

g) B/F – Move towards smaller number of larger posters on noticeboard / outside courts. Example being frosted signs on the court doors JM. **Complete** – *courts now have frosted signs and committee posted is larger*

h) B/F – Fans on 3 and 4 not working. MM to pass comment onto ST **MM**

- **In progress**

7. Teams / MMM

a) B/F - Email to go out with next leagues asking for anyone interested in playing for teams to connect with DR? **DR. Complete** – *email sent out*

b) B/F – Ladies - Bucks are looking to have 4 in a team next season, over 3 divisions. Could mean having two teams playing on a Monday night, although presumably one would be home, one would be away. OF confirmed he would only need two courts for coaching due to losing players to the teams. **Action:** JF and OF to take offline to agree best, after JF has spoken to Bucks (**JF / OF**)

- **Completed**

c) B/F – DR to review Sunday morning training and consider target audience for any communication, inc accommodating juniors **DR**

- **ACTION DR/OF to review wording and target group for Sunday morning training sessions.**

d) B/F – MMM access to be granted to DR and JF to allow booking for team matches **JM**

- **Completed – access given to DR as club captain.**

8. Leagues

a) B/F - DF to finalise first issue of New Member Pack incorporating suggested changes received by July 4th **DF**

b) B/F - League rules – refresh and reissue / display - **DF** to draft including withdrawing to avoid relegation then applying to rejoin a higher league **DF**

c) B/F – Bottle of Wine awards. DF to check with SD as to award details **DF. Complete:** *Award is a bottle of wine as this is simplest for the bar to deal with*

9. Ladies

a) JF to suggest dates for possible friendly with Wendover, and possibility of exhibition between Katie and Chloe. JM to look into possibility of payment to them **JM / JF**

- **Won't do.**

b) Womens Squash Week plans **JF**

- Will be discussed in ladies steering.
- Promotion of 1 months free coaching agreed for new ladies sign ups.
- Refer a friend; any referral will earn £10 court credit for referrer after 3rd month of subscription.
- **ACTION JF to agree and firm plans with ladies steering**

10. Juniors and Coaching

- a) B/F - Junior Leagues - U14's in leagues; **OF** will write up communication regarding expected court etiquette and pass to MM for issuing to parents. Awaiting info from Bucks

- **ACTION OF to agree internal policy for U14's with JG**

- b) Coaches Policy – reimbursement and qualifications / checks required to coach **OF/JM**

- **Approved**

11. 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** to chase Bucks Squash again for a response

- **Action for OF as above.**

12. Social Media / Comms

- a) **BD** to collate bios and pictures for 'Meet the Committee' sheet for mailing / inclusion on noticeboard. **OF** would like a group photo for junior coaching. **Complete** – poster is now displayed on noticeboard

13. Events / Social

- a) B/F – Events team to check dates in August for possible event, DT, AT, DK, FM. **Complete** – red dot challenge held and was well received

- **Recognition for AT/DK for a very successful event!**

- b) B/F - FM to set up Google calendar for the events and grant access to OF, DR, JF to populate with coaching and team matches, and BD who can then pick up comms details from it (**FM**)

- **ACTION ALL CTE to book events in events calendar. If unsure to speak with DT/FM on how to access.**

- c) B/F - Can the monitor in the bar be used display events calendar? To be revisited when events calendar is prepared. **DT, AT, DK, FM**

- **Carried Forward**

d) Uptake / Profit update **DT, AT, DK, FM**

- Verbal update given

e) Chairman's Cup plans **DT, AT, DK, FM**

- Verbal update given

14. AOB

a) B/F - Players not changing footwear. All members to monitor and raise issues **ALL**

Complete

b) B/F - DE to provide list of all sponsorship arrangements, with reciprocal donations **DE**

All sponsorships have elapsed, except for racketball team sponsorships

c) B/F - MM to provide monthly stats on member numbers, and demographics

Complete

d) B/F – Suggestion for monthly newsletter JM. **Complete** – first newsletter sent out

e) B/F – Should we charge for cancellations? Decision to be made in time for new season, based on monitoring cancellations for next couple of months **MM**

Complete – yes from 1st Sept.

f) B/F – MM to look into typical times Pay and Play courts are being booked and feedback **MM**

Ongoing – to continue to provide monthly reports.

g) Guests playing at the club **MM**

Carried forward

15. Date of next meeting

16. Close