

MINUTES OF EIGHTH GENERAL MEETING OF THE OCEANIA SQUASH FEDERATION

Held 16th October 2005 at Club Raro, Rarotonga, Cook Islands

1. OFFICIAL OPENING BY THE CHAIR

Meeting opened 9.05am by Col Clapper, President and Executive Director. Col particularly welcomed Life Member Murray Day and thanked Grant Priest (President Cook Islands SRA) for hosting the 7th Oceania Championships, and thanked Chris Sinclair for recording the Minutes.

2. REGISTRATION OF DELEGATES AND ATTENDEES

Present

Murray Day (Life Member); Col Clapper (President/Executive Secretary); Gary Robertson (Vice-President, Refereeing, Masters, Championships and Norfolk Island); Paul Speedy (Vice-President and Papua New Guinea); Bob Stirrup (Vice-President and New Caledonia); Carol Kawaljenko (Vice-President and Australia); Butch Gifford (Vice-President, Coaching and New Zealand); Bernadette Raffe (Vice-President and Cook Islands); Grant Priest (Cook Islands); Edward Roxburgh (Fiji); Greg Corigliano (Coaching and New Caledonia); Derek Hunter (Championships and Papua New Guinea); Samuelu Lolagi (Samoa); Peta Sialaoa (Samoa); Chris Sinclair (Refereeing and Minutes).

Voting Representatives

New Caledonia (NC)-Bob Stirrup; Fiji-Edward Roxburgh; Australia-Carol Kawaljenko; Norfolk Island (NI)-Gary Robertson; New Zealand (NZ)-Butch Gifford; Samoa-Samuelu Lolagi; Cook Islands (CI)-Bernadette Raffe; Papua New Guinea (PNG)-Derek Hunter.

Voting Rights

Category A: Samoa, Cook Islands, Norfolk Island (1-9 courts). 1 vote

Category B: New Caledonia, Fiji (10-19 courts). 2 votes

Category C: PNG (20-99 courts). 3 votes

Category D: New Zealand (100-999 courts). 4 votes

Category E: Australia (>1000 courts). 5 votes

3. RECORDING OF APOLOGIES AND ABSENTEES

Susie Simcock (WSF Emeritus President) who sent her best regards for the Championships and Meeting.

4. ADOPTION OF THE MINUTES OF THE SEVENTH GENERAL MEETING OF THE OSF HELD IN SUVA, FIJI ON SUNDAY 29th JUNE 2003.

Previously circulated for amendments.

Received and adopted Gary/Butch

5. BUSINESS ARISING FROM THE MINUTES

As all items will be discussed during this 8th General Meeting, no discussion here.

Agenda items suspended to discuss:

9 (a) 2005 OCEANIA CHAMPIONSHIP INDIVIDUALS AND DOUBLES.

See Briefing Notes.

Individuals: Butch advised entries of 17 men and 19 women. Play will be Mon-Wed with quarters and semis on Tues, and all finals Wed morning. Everyone will get 3 matches.

Doubles: Is this demonstration or participation? Answer-participation. Will follow Individual finals on Wednesday afternoon. Chris to give compulsory Clinic immediately before play starts. Eyewear is compulsory. Paul suggested best of 3 games, PARS to 9 with a tiebreak at 8-all as per M2006 Regulations. Butch preferred timed matches. PARS option agreed to.

Agenda resumed.

6. REPORT FROM THE CHAIR AND OFFICERS.

Previously circulated.

'biannual' to be changed to 'biennial'.

Gerard will be taking the Reports to the WSF AGM.

Received and adopted Derek/Carol.

7. REPORTS FROM THE CONVENORS OF COMMITTEES

7.1. Coaching and Development Committee.

Butch - additional Report not ready. For every country to grow and develop it needs a good administrative base. Previously all agreed to a Strategic Plan, but is everyone administering it? NI knows the benefit of following a SP through to a full-time coach.

7.1.1. World Coaching Conference in Sweden.

Col circulated papers but no Oceania coaches said they would be attending. He has asked for a DVD recording of the Conference. WSF said they would cover other costs if a fare could be provided for one attendee and Australia then agreed to pay fare for Jeff Wollstein. Ken Watson is also attending and both have been asked to send Reports.

7.1.2 WSF offered money from **Coaching and Development fund** to Regions. Col submitted for a high-level Coaching Director to travel to countries to help them develop a framework for a Coaching program. Oceania received £1500 (A\$4225). WSF wanted to target CI, Fiji, Vanuatu, NI, PNG and NC. PNG and NC do not need the Grant. Vanuatu has no formal administrative structure just social players so OSF can't assist them at this stage. NI has put in a submission and sent it to OSF. Col will ask for the funding to come to OSF for OSF to then decide how to allocate. CI more concerned about the future of their courts. Their juniors need shoes, rackets, balls, ability to pay court hire before high-level Coaching assistance, but Grant would consult his Committee and let Col know by end-Oceania Championships. Samoa advised they would like to get a Coach from NZ.

Proposal: A\$1000 to get a Coaching Director to NI; About A\$2000 to work with 200 juniors in Fiji and Fiji will cover all internal costs. Col will ask Squash Australia to cover Jeff Wollstein's salary if he is the one to go to Fiji; **All agreed:** NI A\$1000, Fiji maximum A\$2000; CI to let Col know. Samoa to have any money not used by Fiji and/or CI. Any leftover money to be retained by OSF for further allocation.

Chris questioned why we received so little compared to other WSF Regions when Oceania needs more to help develop. Col-because based on impact on squash and Oceania is small compared to the other regions.

Edward has issue with WSF's Grant having been discussed with Susan Yee yet he'd heard nothing about it. Butch said she had contacted him and advised she was speaking for Fiji Squash but Edward advised she does not hold a position with Fiji Squash and communication on these issues should be with the official organisation.

Agreed.

7.1.3. Derek - can all have copies of **NZ's coaching books** to distribute. Col will ask NZ if cover can include OSF logo. Derek suggested WSF be asked to develop a set for all Regions but Col said no financing is available and there would be language difficulties. Edward would like soft copies to print or an agreement they can scan and print. Paul suggested email attachment. Butch said originally intended to be available for free on the Internet. Col to make enquiries.

Received and adopted Butch/Derek. All agreed

7.2. Rules and Refereeing Committee.

Chris - spoke to her Report. Chris expects to be able to accredit some Markers and Referees during these Championships. She wants to ask Jan McAra (NZ) and Esther Williams (Fiji) if they want to continue on the Committee as they have not provided input. Edward Roxburgh

volunteered to be on Committee in place of Esther. All agreed. Fiji is keen to get someone there to assist with refereeing.

Received and adopted Chris/Carol

7.3. Technical Committee.

Report from Mike Greig. Obvious problem is that growth of squash requires court construction. Col - encouraging that new facilities will be built in Samoa. NC thinking of asking for a new facility for 2011 to be constructed just out of Noumea. Col suggested that all new development should always look at latest technology - moveable walls, etc.

Received and adopted Gary/Sam.

7.4. Championships Committee

Gary congratulated PNG on acquiring sponsorship for the PNG International event.

Received and adopted Bob/Gary.

7.5. Other Committees

No other Committee reports were tabled for consideration.

7.6 Reports From Member Countries

7.6.1. Australia. Carol - spoke to Report tabled. Courts still closing. States need to work in harmony. Asked everyone to consider sending Teams to 3rd World Doubles.

Received and adopted Carol/Gary.

7.6.2. New Zealand. Butch - NZ have standardised everything. Every District has own SP. Unitec doing great research and in 2004 >\$500,000 went into Clubs from charitable funding (gambling).

Received and adopted Butch/Sam

7.6.3. Norfolk Island. Gary - big improvement since Ossie Osbourne started in June 2004 and he concentrated on juniors. Ossie has been funded for A\$30,000 pa through Leagues Club but that situation is changing. Ages 13/14 often leave NI for schooling and 15/16 ages have other 'distractions'. From November 2005, years 11 and 12 will come to courts for a 6-week course in their Sports Science subject. Top players are required to coach a junior player at least 1 hour per week. Sponsorship looking good for \$7000-\$8000 for 13th Oceania Masters Championships in July 2006. Want more island competitors. Australia is sending a team. Want to try to include a Tri-Nations event.

Received and adopted Gary/Butch

7.6.4. PNG. Derek - increase in numbers as a result of PNG Internationals. Teams from 22 to 38, a lot at lower level. Expensive to fly within PNG to get to all Clubs. Have focussed on juniors who are playing senior events too. Still a lot of work being done by just a few people.

Received and adopted Derek/Edward

7.6.5. Cook Islands. Grant - biggest problem is tenure of courts. 2009 is Mini Games and they want to include squash facilities in the new buildings but the period 2005-2009 is the problem and have asked for the squash facility to be built earlier. Catholic Church owns the current courts and C.I. Squash probably only have use of these until January 2006. Bob asked if it would be helpful if OSF and WSF give a favourable report to the Church and say there is a good structure built around CI squash and there is support from the OSF. Grant said they know that and know that coaching funding is available and that it is an integral part of world squash. There will be some VIPs at cocktail party that night for everyone to talk to.

Received and adopted Grant/Bob.

7.6.6. Samoa. Sam - Pacific Games in 2007. Telecom is sponsoring junior program Saturday mornings. Two years ago concern that court owner wanted to pull down courts for development and asked government to speed up 2007's construction, and are now underway with 3 singles and 1 doubles court and should be finished September 2006. Doubles in 2007 is opportunity for extra medals. Asked countries to send same players for Individuals and Doubles to keep numbers down. Need refereeing assistance badly before 2007.

Received and adopted Sam/Carol

7.6.7. Fiji. Edward - now have younger administration with focus on juniors and did not bring older players to these Championships as they are not performing satisfactorily. Junior players' parents are involved. There is a monthly junior tournament alternating between Suva and Lutoka. Business Houses have pledged A\$25,000. Problem: it is expensive to travel anywhere; have lost one court. Appreciate all the help from OSF and will be sending a team to M2006.

Received and adopted Edward/Sam.

7.6.8 New Caledonia. Bob - France has sent an advisor to NC as a result of interest with Lincou and others high up in world rankings. Have 2 dynamic clubs. Greg has 250 juniors a week and now will be sending juniors to French Nationals but it is very expensive. Important all OSF countries talk and advise each other on all matters such as personnel applying for positions, etc. Pacific Games 2011 - want new courts built and the new mayor may be sympathetic. Problem is motivating their best players who think their positions are secure and get lazy, hence no men's team here. Women's team is mainly new players. Appreciate all the assistance from Col.

Received and adopted Bob/Gary.

Meeting suspended at 11am

Meeting resumed at 3.40pm

8 (a) Statement of financial accounts for the period 1 July 2003 to 30 June 2005

- i) Appreciation to be recorded to WSF for providing the balance of Chris' fare to Rarotonga; and for Grant Development funding (not shown on current statement but will appear in the next financial period of accounts).
- ii) Association Fees for Vanuatu, Tahiti and Tonga. Col suggests we keep paying these to WSF to encourage development in these countries..
- iii) Website is still being investigated. Annual fee of A\$350 plus installation. Carol asked if Australia or NZ could host the site at no charge. We may be locked at the moment so Carol suggested after initial 12 months could move to NZ or Australia. Col will discuss with Squash Australia and New Zealand.
- iv) Balls. Huge cost (A\$1745-00) getting these here and will see if earlier despatch can come by sea.

Received and adopted Sam/Edward.

(b) Auditor's Report

- i) Same honorary Auditor for at least 10 years. A thankyou to be sent to Peter Hurwood.
- ii) New Caledonia and Samoa have paid fees recently.
- iii) Col prefers to keep using cash when he has it to bank cash while in other countries and write cheques, as this can save exchange rate costs and avoids difficulty when dealing in different currencies..

Received and adopted Gary/Derek.

(c) Report on financial position of the OSF including Approval of Expenses

See Briefing Notes. Costs incurred by the President/Executive Director, Tournament Director and Refereeing Director and not covered by the Host Country or OSF, but directly related to their OSF involvement in Cook Islands to be reimbursed by the OSF.

Received and adopted Carol/Bernie.

(d) Proposed budget and setting of Membership fees for years 2004 and 2005.

See Briefing Notes. Discussed at earlier Officers Meeting. Gary repeated his concern of many years that Samoa, Norfolk Island and Cook Islands are paying more pro rata per player than are other countries. Butch thought it had been agreed to budget for more but Col is not comfortable to seek more in this budget

Agreed that provision be made to cover the costs for Col to attend M2006 to attend Squash competition and meet with WSF Officers and other officials.

Received and adopted Butch/Sam.

(e) Col advised that Life Member Murray Day had realised that there was an overall loss over 2 years of A\$1,000 and has **donated** this amount personally. **Acclamation of extreme appreciation to Murray for his generous contribution to the OSF.**

(f) Col advised that all **accounting items since 1992** are available for viewing. Total spent and received in 13 years is A\$43,268-58.

9. REPORTS ON OSF CHAMPIONSHIPS AND ENDORSEMENT OF FUTURE CHAMPIONSHIP VENUES AND ARRANGEMENTS.

(a) Oceania Championships

Previously discussed after (5).

(i) Role of the Tournament Referee.

See Briefing Notes. Looking for consistency in role with Australia, WSF, etc. All to consider Notes and get back to Chris who said whilst consistency with job specification is ideal, Oceania requires more individual attention given to participant markers/referees. [Redone by Chris and attached].

(ii) Col - there is a need for a job description for the role of a **Tournament Director**. Butch agreed to attend to this.

(iii) Phillip Cridge Trophy.

See Briefing Notes. The process outlined to be adopted for 2005. *Moved Bob/Edward*. Chris (nominated Carol), Butch (nominated Col) and Haimata representing the host country appointed to select the most outstanding player. Chris asked for nominations to include some background on the players. Managers can nominate from outside their own country. Procedure will be looked at again after this year before next year by a Committee.

(iv) Player rankings.

See Briefing Notes. Confirmation that rankings are only as a result of these Championships. Butch said cannot rank to 16. **All agreed** to rank to 10. Committee to be Derek, Gary, Greg and Tournament Director (Butch).

(v) Liability

No Briefing Notes. Col suggested cover is required until OSF becomes an Incorporated Company (or the like) and that wording be included in future Regulations/Rules. Derek advised that someone from each country needs to sign off against these. **All agreed**. There is no issue with SP Games and SP Mini Games.

(vi) Certificate of Participation.

No Briefing Notes. Carol said at Arafura Games Certificates are issued to all who participate. Gary agreed to produce at no cost. Discussion whether just for those who do not get a medal, but all agreed to issue to all who represent their country.

(vii) Oceania Championship Rules

No Briefing Notes. Col - *Rule and Playing Regulations for Teams (9)* does not cover a team that didn't play previously so where to rank them? At the bottom or where they should be ranked? All agreed that team be ranked last. Committee to be formed to look at changes to all the Regulations - Chris (nominated Carol), Carol (nominated Gary), Gary (nominated Sam) and President/Executive Secretary.

(b) Oceania Masters Championships

See Briefing Notes. Letter of appreciation to be sent to VSF. All agreed to receive and adopt VSF report. VSF suggested graded rather than ages as Australia is now doing to ensure a consistent standard within each event. Butch thinks NZ prefers ages. Gary said can combine events if low entries. Col to circulate for further discussion.

Gary advised the dates for the next will be 19-21 July in Norfolk Island but airline schedules may determine final dates. Organisation has already started. Free air ticket competition from a travel Company. \$5000 sponsorship so far and hope to get to \$8000.

Victoria has applied for 2007 or 2008 (subject to review of graded rather than ages). If 2008 it would be either immediately before or after World Masters. Carol suggests other Australian States be given the opportunity to tender. NZ has applied for 2007 as a forerunner to World Masters in Christchurch. Col suggested NZ 2007, Australia 2008 and a smaller country in 2009 - probably Norfolk Island, New Caledonia or Fiji would be the best geographically. New Caledonia will consider and others asked to consider. These 3 to come back to Col by end-2005 for Officers to consider. **All agreed.**

(c) Oceania Junior Championships

See Briefing Notes. Last was held 10 years ago and was very successful. Edward indicated Fiji would be interested to hold the Championships end-2006. **All agreed** that the Championships be allocated to Fiji.

(d) Oceania Open (Men's and Ladies) Championships

Men's.

See Briefing Notes. Derek: players ranked from world 16 entered; last minute withdrawals disappointing; opened by Governor-General; record number of entries; private sector got behind the event which was started 3 years earlier with getting some Brisbane players to PNG; discussing whether will hold again in 2006 but if they do, they do not want a qualifying event; having the "Oceania Men's Championship" name meant nothing to the PSA players so no need to have this with this International event.

Col asked all to take note of the benefits from the event and recorded congratulations to PNG. He stressed the importance of an Oceania circuit built around these events.

Women's. There is a chance that NZ will consider their 2006 Auckland Open becoming the Oceania Women's Championships.

(e) Oceania Open Doubles

Oceania Doubles previously discussed at (9a)

(f) World Doubles.

See Briefing Notes. Carol reminded all to enter the World Doubles in Melbourne in January 2006. Col to enquire if Teams have to comprise players from the same country and advise all.

10 REPORTS ON MAJOR GAMES

(a) 2007 South Pacific Games - Apia, Samoa.

See Briefing Notes. Sam. Have to ensure compliance with the general SPG rules and regulations. 3 singles and 1 doubles court will be used. Need to advise SPG Council of format by mid-2006. Carol suggested a Working Group. All agreed. Suggestions: Teams, Individuals then Doubles; 2 Team matches per day; (as Arafura) Individuals and Teams together alternating mornings and afternoons with Teams final morning and Individual finals afternoon (they had 9 courts to use); have Doubles same time as Individuals with Teams separately. Some considerations: dates may be determined by airline schedules; may be limited by court numbers and available volunteers. All agreed must shorten time span of all future Oceania events.

All to discuss with Associations and get to Col by end-2005.

Bob - Has Charter changed for SPG? Col - yes but have to check if applies to Samoa. Derek advised decision will be made next year. Col will advise everyone.

(b) Olympic Games bid

No Briefing Notes. Benefits of being an Olympic sport are huge. Sadly squash just missed out but WSF is still working on it. Appreciation recorded to WSF for getting squash as far as they did, with Susie Simcock playing a key role.

(c) 2006 Commonwealth Games. Melbourne

See Briefing Notes. Carol spoke to the Notes. New Caledonia only OSF country ineligible. Col to attend.

(d) South Pacific Mini Games 2009. Cook Islands

Grant said squash has been recognised and organisers want to include squash in the new facilities proposed to be built for the Games.

(e) 2005 Arafura Games

See Briefing Notes. Carol spoke to Notes. Numbers were down a little. Next Games 14th to 21st May 2007 and bids are due end-October 2005. Sports will be reduced from 31 to 27 but squash seems secure.

11. CONSIDERATION OF OTHER BUSINESS

(a) Report on Strategic Planning

See Briefing Notes.

Received and adopted Butch/Carol.

(b) Reports and Business accepted under the provision of the OSF Constitution

Col repeated his 2003 suggestion that OSF needs to incorporate to become a Company. If registered in Australia (or New Zealand), Vice-Presidents will become Directors with two having to be Australian residents. Costs - registration \$330, annual \$0. Need to have annual accounts but not necessarily physical annual meetings. Options would need to be investigated. Changes needed to Constitution. Both WSF and Squash Australia are companies limited by guarantee. Gerard advised Col that NZ is having changes to Incorporation Act to include companies not wholly in NZ and it is preferable to be under an Incorporation Act. We already have an Australian ABN and a TFN though we are a non-profit organisation.

(c) OSF Website

See Briefing notes. All information (history of OSF etc) is proposed to be on a future site. All to send changes/additions to Col in respect of the draft document.

(d) Ball agreement

Some still in stock. The current agreement concludes with the 2007 allocation. A new agreement will need to be negotiated. Col to progress.

(e) Membership Mailing List

See Briefing Notes. Advise Col immediately of changes.

(f) Risk Management - Deferred.

(g) Protective Eyewear

See Briefing Notes. Col advises we have no choice but to adopt the WSF policy. Australia and NZ require juniors to wear these in all events. Moved Carol/Butch that all juniors competing in OSF events have to wear approved protective eyewear. **All agreed.**

(h) Code of Behaviour/Anti-Doping etc

No Briefing Notes. Col to find out that if SPG 2007 requires drug testing, who pays? Gary asked for Charter to be checked.

(i) World Championship Bids

No Briefing Notes. WSF calls for bids for all events. See their website.

(j) Calendar of Events

Send information on major events to Col and they will be circulated. Australia finalises their calendar in November.

(k) OSF Newsletters

These will continue as as required to disperse information.

12. OLYMPIC SPORTS FEDERATION OF OCEANIA

See Briefing Notes. Membership fee may be less than A\$100 and Col recommends we apply for Membership. **All agreed.**

13. GENERAL BUSINESS

13a) Federation's Financial position

No Briefing Notes. WSF has a "Friends of WSF" scheme and Col suggests OSF has a "Friends and Supporters of OSF" scheme and target companies. \$1000 and get a plaque for one-off payment. 40% to go to OSF funds and 50% to junior development for equipment and programmes. Each country to suggest 3 contributors OSF can contact. Butch suggested short-term and make it (say) \$250 for 2 years. Derek agreed. Murray suggested different categories - **All agreed.**

13b) Life Membership

See Briefing Notes, Col said there is no process/mechanism to identify persons and a Committee should be formed. Gary - after 13 years as President and Executive Director, Col Clapper to be nominated as the 2nd Life Member of OSF. Seconded PNG. **All agreed by acclamation.**

14. ELECTION OF OFFICERS FOR ENSUING 2 YEAR PERIOD.

President and Executive Director. Col Clapper nominated Australia. Elected.

Vice Presidents: Five (5) required. Nominations: As one must be from 2007 host country Samoa, Etuale Sefo nominated Sam/Gary. Appointed; Carol Kawaljenko nominated in writing by Australia; Gary Robertson nominated in writing by Norfolk Island; Butch Gifford nominated in writing by NZ; Paul Speedy nominated by Carol - declined; Derek Hunter nominated Carol/Gary; Bernadette Raffe nominated Grant/Edward; Françoise Meira nominated Bob/Butch. Derek and Bernie offered not to stand. Elected: Etuale, Carol, Gary, Butch, and Françoise.

15. ELECTION OF REGIONAL VICE-PRESIDENT TO THE WSF.

Gerard De Courcy nominated in writing NZ. Elected.

16. APPOINTMENT OF COMMITTEES AND CHAIRS.

All nominated in writing unless stated otherwise.

Finance Director. Michael Davis. Nominated Australia. Appointed.

Coaching and Development. Butch Gifford, Jeff Wollstein, Roger Flynn, Greg Corigliano. Appointed.

Major Games. Gerard De Courcy, Neven Barbour. Appointed.

Championships. Greg Hutchings, Derek Hunter, Gary Robertson, Greg Corigliano, Carol Kawaljenko, Bernie Raffe. Appointed.

Rules and Referees. Chris Sinclair, John Small, Peter Highsted, Gary Robertson, Edward Roxburgh. Appointed. (Chris will check with Jan McAra and Esther Williams if they wish to continue.)

Disciplinary. Barry Gardiner, Gerard De Courcy. Appointed.

Technical Committee. Mike Greig, Neven Barbour. Appointed.

Masters. Peter Wright, Gower Dallimore, Gary Robertson. Appointed.

WSF Seeding Panels. Col to ask WSF what these positions are for and if we need to make these nominations. If yes **Women.** Dawn Moggach nominated Australia. Appointed. **Men.** Geoff Hunt nominated Australia. Appointed.

Junior Men. Dave Clark nominated NZ. Appointed. Col to ask Dean Landy if he is interested in continuing.

Junior Women. Dave Clark nominated NZ. Appointed.

17. VENUE AND DATE OF NEXT GENERAL MEETING

Samoa in 2007. Murray suggested separating governance and routine matters.

18. CLOSE OF MEETING

18a) Gary - thanked Col as Chairman, and Chris for taking Minutes.

18b) Col - advised he is standing down in 2 years and suggests the 2 roles of President and Executive Director could be separated. A lot of work involved in the Executive Director position. No funding for the position. NZ has already agreed and Col will discuss with Australia, thoughts on sharing some of the administrative role. A succession plan should be drawn up.

18c) Col - recognition should be afforded to Life Members and he presented Murray with an OSF Life Member badge.

18d) Murray - Reports from Member countries are very important so everyone knows: what is happening; what are the problems; any new ideas. The Reports should be full of information and circulated before the General Meeting.

Meeting closed at 6.30pm and Col Clapper thanked everyone for their attendance.

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