

**Minutes of the Extraordinary (Special) General Meeting of the Oceania Squash Federation (OSF) held in Auckland, New Zealand on 21<sup>st</sup> November, 2010**

1. The Meeting was declared open by the OSF President, Col Clapper at 10:10 a.m. and a warm welcome extended to all those in attendance.
2. The following attendees were recorded:
  - Carol Kawaljenko - Australia
  - Butch Gifford - New Zealand
  - David Boyd - New Caledonia
  - Mal Tarrant - Norfolk Island
  - Mousie Skews - Cook Islands
  - Etuale Sefo - Samoa
  - Edmond Pereira - Papua New Guinea
  - Konio Vai - Papua New Guinea
  - Pat Sicillano - Member of OSF Development & Coaching Committee
  - Gower Dallimore - Member of OSF Masters Committee
3. Michael Davis, David Navarre, Barry Gardiner, Chris Buckland and Neven Barbour were recorded as apologies. (Note - Chris Buckland and Neven Barbour attended the OSF Workshop on 20<sup>th</sup> November, 2010.)
4. Fiji was recorded as being absent at the Meeting.
5. The President advised that all member countries were financial except Samoa and in accordance with the Constitution, agreement from all financial member countries, would need to be given for Samoa's vote to be counted. The meeting agreed unanimously that Samoa be permitted to vote on all matters. (Note that Samoa has since met its financial obligations.)
6. The President tabled a paper containing a number of matters for discussion and consideration as outcomes from the OSF Workshop held on 20<sup>th</sup> November 2010. Moved Butch Gifford, seconded Mousie Skews that all the matters listed be considered. **Carried Unanimously.**
7. It is proposed that the OSF Constitution dated 1 August 1996 be amended to incorporate changes agreed to in principle at the OSF Workshop held on 20<sup>th</sup> November, 2010 and to include changes to:
  - Article II (Objects)
    - f "and events of interest"
    - k "or within the rules of the OSF."
      - l "or furthering the interests of squash in the Oceania Region."
  - Article III (Powers)
    - d ", either individually or collectively,"
    - n to include "website/electronic media."
  - Article IV (Members)
    - Include provisions for Patron.
    - Full & Affiliate Members to be legal/official entity of country.

- Life Members “can only” be appointed by General Meeting.
- Reduce Vice Presidents to 2 or 1 if position of Secretary General created.
- Delete Finance Officer position and Executive Officer position (replaced by paid CEO)
- Election of Officers to be on a rotation basis.

#### Article VI (General Meetings)

- Amend to “Annual General Meetings”
- Meetings to be held within 3 months of close of financial year.
- Meetings to be held at suitable venues (Brisbane, Auckland, Nadi) and not at time of Pacific Games/Pacific Mini Games
- Meeting Agenda set out in Constitution to be updated.

#### Article VIII (Quorum & Voting at General Meetings)

- Number of Members in attendance to be reduced from 6 to 4 if Quorum not reached.
- Affiliate Members to have no voting entitlement at General Meetings.
- Proxy votes must be in writing.

#### Article X (Role of the Officers)

- Amend to exclude Executive Director and Finance Director and replace with Officers/CEO.
- The Officers be empowered to engage administrative support/CEO.

#### Article XI (Election of Officers)

- Amend to reflect new Officer structure.

#### Article XIII (Committee)

- Amend to reflect Standing Committees as per WSF and any additional Committees determined by OSF, including Masters Squash Committee.
- Committee Convenors to be determined by Committee Members subject to endorsement by the Officers.

#### Article XV (Financial Year, Membership Fees & Auditing of Accounts)

- Due payment of membership fees to be 1<sup>st</sup> March and not 30<sup>th</sup> June to facilitate financial year close of accounts.
- Auditing of Accounts to include option of Qualified Accountant as acceptable.

#### Article XVII (Official Currency)

- Delete reference to Sterling.

It was Moved Mal Tarrant, Seconded Etuale Sefo that the above changes be incorporated in a redrafted OSF Constitution. **Carried Unanimously.**

8. It is proposed that the OSF President be empowered to enter into discussions with Squash Australia and Squash New Zealand with regards to addressing options for the future funding of management/administrative/CEO options for the OSF, and that appropriate changes be made to the OSF Constitution to reflect outcomes from these discussions - conditional on the outcomes maintaining the independence of and bests interests of all OSF member countries in addition to achieving the objectives outlined in “7” above. **Agreed Unanimously by Resolution.**
9. It is proposed that a new Constitution be drafted and circulated to member countries in time for their due consideration, feedback and subsequent endorsement at the 2011 General Meeting of the OSF. **Agreed unanimously by Resolution.**
10. It is proposed that future General Meetings of the OSF be held in Brisbane, Auckland or Nadi, preferably on a rotational basis, within 3 months of the 30<sup>th</sup> June each year and that the

2011 Meeting take place in Brisbane. **Agreed unanimously by Resolution.**

11. It is proposed that the OSF Strategic Objectives 2010 - 2015 document be restructured to include:
  - Strategies
  - Timeframes
  - Review Points
  - KPI's**Agreed unanimously by Resolution.**
12. It is proposed that the OSF Strategic Objectives include as a guide targets that member countries can use and incorporate in their own Strategic Plan (e.g. member country participation levels). **Agreed unanimously by Resolution.**
13. It is proposed that the Strategic Objectives 2010 - 2015 include strategies aimed at increasing participation levels in the Under 35 age bracket and also females. **Agreed unanimously by Resolution.**
14. It is proposed that the Strategic Objectives 2010 - 2015 recognise marketing as a significant goal to be undertaken by the OSF in conjunction with its member countries. **Agreed unanimously by Resolution.**
15. It was agreed that a Business Plan is required to be developed for the OSF to support its Strategic Plan.
16. President Col Clapper thanked all attendees for their participation and contribution to both the Workshop and Extraordinary General Meeting over the two day period and for the considerable progress that had been made in preparing the OSF for the next decade. Col wished all a safe trip home and declared the meeting closed at 12:05 p.m.

Signed: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_