

STBA COMMITTEE MEETING – AGENDA



MEETING INFORMATION	
Attendees	Executive Committee: Matthew Stewart (President/Chair) Garion Weller(Vice-President) Ryan Aditama (Treasurer) Clinton Duong (Secretary) General Committee Members: Jim Birch, Casim Al-Adzin, Jono Cracknell, Terry Polglase, Lakshini Krishnadasa, Eion Jennings and Soon Rea Lau Invited Attendees: Alicia Morgan (STBA)
Apologies	David Needham
Date:	26th February 2023
Time:	Start: 5:00 PM
Location:	101 Cascade Road, South Hobart, TAS, 7004



AGENDA ITEMS		PRESENTER
1	Call to Order	
2	Welcome/Introduction	
3	Roll Call/Apologies	
4	Approval of Previous Meeting Minutes	
	Matt moves the motion, Clinton seconds – Unanimous agreement	
5	Items for Discussion / Review	
	No further items tabled.	
6	Old Business	
	A. Badminton Shop Lease	Matt/Terry
	<p>Notes:</p> <p>Committee has received an update from staff who have noted several instances in the last two weeks whereby shop times have not been adhered to. Staff have noticed that the shop has on a few occasions put up handwritten notes on the door with changed opening times for that day as well as one day in which the store was not open at all.</p> <p>STBA has received a business proposal for tenancy of the shop by an STBA member.</p> <p>Discussion was had that with the current trajectory of the store, that it may be best to put the store out to tender. It was agreed that all correspondence and information regarding the store would be sent out to the rest of the committee to view, and that a decision would be made at the next meeting whether to proceed with a tender process for tenancy of the shop.</p> <p>Action:</p> <ol style="list-style-type: none"> 1. Matt to circulate email that has been received from the store. 2. Matt will contact the store and Wallace to update them on where things are at. 	
	B. Strategic Planning	Matt
	<p>Notes:</p> <p>No update at this time.</p> <p>Action:</p> <ol style="list-style-type: none"> 1. Garion to action the identity statement to put forth to the committee for the next meeting. 	
	C. Improving the Playing Field Grant	Matt

	<p>Notes: Alicia has spoken with the proposed project manager Rhett Higgins. He has not been able to provide a formal quote in time for this meeting. Rhett will be providing two quotes for a plan A and a plan B.</p> <p>STBA is also still waiting on HCC to have a look at the structural integrity of the building to see if any works need to be done as this has the potential to impact upon installation of the disability equipment and related construction.</p> <p>Action: 1. Alicia to continue following up with Rhett regarding formal quotes.</p>	
	D. Lease	Matt
	<p>Update from Matt and Alicia is that we are currently out of lease as we are still waiting for clarification from the council regarding our previous queries.</p> <p>Action: 1. Alicia to follow up again with HCC around structural engineers and the lease.</p>	
	E. Branding/Marketing Review	Matt
	<p><i>Subcommittee- Matt Stewart and Jim Birch.</i></p> <p>Notes: No update at this time.</p> <p>Action: Nil</p>	
	F. Rosters/Pennants	Matt/Clinton
	<p><i>Subcommittee- Matthew Stewart, Clinton Duong, Clive Goransson, Alicia Morgan, Toby Raynor, Jan-Leng Cheng and Fabian Delanty.</i></p> <p>Notes: Matt has provided the update division 1 did not occur again this pennant due to low sign ups.</p> <p>In regards to the survey, we have received approximately 20 replies so far and the subcommittee intends to do a final survey push before collating the results.</p> <p>It was queried whether it would be beneficial to start a pennant for super smash on Sundays. To be looked at by the subcommittee.</p> <p>Action: Nil</p>	
	G. Social Club/Liquor License	Matt

	<p>Notes:</p> <p>No proposal was provided by Matt regarding how to utilise the liquor license. Committee has subsequently discussed what to do moving forward with the license.</p> <p>It was noted that the cost of a 12 month license was approximately the same as purchasing once off licenses when taking into account how many times in a year STBA hosts events.</p> <p>Alicia has noted that the cost of a once off license requires that an application be submitted 4-6 weeks in advance which does require more work from staff than a 12 month license.</p> <p>It was agreed upon that due to the license expiring in May 2023, that the next committee meeting will need to finalise a decision as to whether we will be extending the license or letting it lapse.</p> <p>Actions:</p> <ol style="list-style-type: none"> 1. For Matt and Alicia to provide a proposal before the next meeting. 	
	H. Staffing	Alicia/Matt
	<p>Notes:</p> <p>No updates at this time.</p> <p>Actions:</p> <p>Nil</p>	
	I. Installation of Roof Vents	Matt
	<p>Notes:</p> <p>David Needham has provided the following update through writing: "Waiting to get an idea from our builder re the front entrance access via the outside pathway Waiting for a quote for 12 roof vents to be installed same as Rosny sports centre Trying to find different heaters for the seating area as some of the ones we have are not passing T&T Have issued an order to the groundsman to clean up out the rear and front Have issued an order for our Roofer to clean the guttering's and maybe install overflow outlets".</p> <p>In addition Alicia has stated that after further discussion with the builder, that it is again believed that whirly birds might be the best course of action in order to address the ventilation issue within the centre.</p> <p>Actions:</p> <ol style="list-style-type: none"> 1. Alicia and David to continue communicating with the builder for quotes. 	
	J. Security Camera's	Matt/Ryan/Alicia

	<p>Notes: Ryan has provided the following update:</p> <ul style="list-style-type: none"> • A poster has been placed at the front door of the centre to let people know that security cameras are installed and in use. • That the policy regarding use of the security camera footage has not been completed. <p>Action:</p> <ol style="list-style-type: none"> 1. Ryan to complete the policy by the next meeting. 	
	<p>K. Stakeholder meeting</p>	
	<p>Notes:</p> <p>Matt has contacted BT to initiate a shareholder meeting. It is unclear at this time when the meeting will be and Matt will share with the committee once a meeting time is set. Constitutionally, BT needs to have this meeting occur within 45 days.</p> <p>It was also noted that BT has raised the affiliation cost for STBA and have taken into account previous years of CPI increases which were previously not included due to COVID. Approximate affiliation cost for STBA is now \$22,000. In comparison the north-west is paying approximately \$5,000 in affiliation costs.</p> <p>Action:</p> <ol style="list-style-type: none"> 1. Matt to continue liaising with BT to organise a meeting and also to discuss STBA's affiliation cost. 	
<p>6</p>	<p>New Business</p>	
<p>7</p>	<p>In Camera / Executive Session</p>	
	<p>N/A</p>	
<p>8</p>	<p>Adjournment</p>	
	<p>6:06 meeting closed.</p>	