

Woking Squash Racquets Club

Committee Meeting

10th July 2018

Attending:

Jackie Thorogood (JT)

Mark Watts (MW)

Jez Foulsham (JF)

Stewart Perry (SP)

Kerryn Bartlett (KB)

James Dyer (JD)

Adam Beadie (AB)

Apologies:

None

Woking Squash Rackets Club
Mission Statement

To support the **growth** of squash by offering members an **inclusive** and **friendly** club providing **excellent facilities**. To promote **participation** and provide support to players of all ages and abilities so they can **enjoy** competitive and recreational squash at an **affordable** level.

Actions / Decisions agreed:

Action
GROWTH / PARTICIPATION
Ladies Section 30 ladies and 11 female juniors have now become members An off-peak ladies racketball league is now in force with 4 divisions 2 Saturday coaching camps have also been organised for females that can't attend the Friday sessions (which regularly now have 12 or more participants)

Club Night

Mark would like to thank Jez, Adam and all the other members who help to manage the re-vamped Club Night. The fact that we have received no negative comments, but several positive comments is particularly satisfying.

Club night Flyer re costs to show new members - JF

Juniors

Happy with how the juniors section going so leave as it is for now

Juniors coaching charges. Raise to £35 – MW to tell Dom. Need to update website with new price and squash levels - KB

Need to succession plan for when Dom goes to Uni

Dom to produce termly report

MW to talk to Dom re summer coaching clubs

AB to find out cost of summer camps of squash levels

Teams

Winter teams 2018 – 2 vintage, 4 squash teams, 4 vets, 2 Racketball. Suggestion to lose a racketball team if court availability for members becomes a problem – review end of summer and possibly restrict vintage team from playing Monday nights or maximum of 1 court as last resort– speak to Phil Peakin – KB

Mike Thacker and Simon Brown trying to organise vets for winter

Socials

JF will plan some things so we have a calendar of activities for this year

Adams son Luke has a quiz we could run – funds split between Lukes charity and squash club

Finals / end of season party and awards evening was suggested. To be investigated

GDPR - Some updates from SP:

Important - still need to reach out to the membership to get them to explicitly opt-in for emails etc. We currently have 81 members who have not explicitly given or withdrawn consent

reminders were sent and posters were put up in early May. Since the 25th our email tools have been switched to require explicit opt-in. There are 30 members (including one committee member) who

have still not said one way or the other if they wish to receive emails - hence these people will not receive emails from the club going forward.

Hard copy to put up in club of those members that haven't opted in – this has been actioned

Other IT projects:

to generalize the online leagues system to allow for more competitions, e.g. racketball leagues, ladies leagues etc

Get rid of old booking system

Late Cancellations

still waiting for updates to the penalty email to finalise- JF

FACILITIES/OUTSTANDING MAINTENANCE

Subgroup re bar area project –to discuss and bring to committee. Can we redecorate if not rebuilding? Speak to Andy P to get budget- MW- Keith H is working on a plan

humidity control proposals – get some data re when courts start sweating – SP to get sensors. Could be to do with the showers – does the humidity go up. Need to replace extractor fan.

Danny Nolan going to organise a quote for ventilation

Door cards: Email and poster campaign was done. decommission the inactive cards in bulk at the beginning of July, when 2018-19 subscriptions are complete.

Maintenance

- front door– been in touch with 2 door companies. Now looking into commercial door companies – anthracite grey / glass panel. JD to chase. Ongoing
- Water fountain installed Done
- Get new small board for upstairs (like the ones downstairs) – to be ordered - ongoing

- Come up with an annual maintenance list. Ongoing. Believe this to take a year to do. Start but to be developed **Ongoing**
- Downpipe outside to be sorted out – replace. **Done**

- Discuss cameras/ scoreboard on courts – raised by JD last time. JD to make suggestion next meeting. Ongoing
- Make bench up in changing rooms and touch up paint **Ongoing Paint done, bench ongoing**
- Get cage for thermostat to stop people changing temp or get a remote sensor to leave behind the bar **Ongoing**
- Court maintenance – basic this year – sand floors, paint lower walls. Aim for August when summer matches finished. Get 2 quotes Done. Booked for Sept
- Court 1 door sticking
- Get extractor fan serviced - Done
- Quote for flooring in men's changing room- Discussed
- Investigate sealed toilet unit and sink in men's changing rooms
- Keith has had a floor expert in to measure up. Quote awaited.
- Karl to do hedges and weed – about £300
- Destroy Ivy

Kitchen refurb

Need a big clear out to see how much cupboard space needed – booked for Tues 17th July– JT,JD, MW, JF - completed

Lisa from Wickes has given suggestions

Glass washer/ commercial fast wash would be ideal

Sub committee to move the project on

Men's Changing Room Cosmetic Refurb

Suggestion: Remove panelling or overboard, new toilet & sink. Leave floor for now. Temp skirting. £11k ish. New flooring approx. £4k. Initial quotes

Benches to redip in plastic - JD

Shelves at top for bags – JD to get quote

Affordable / Finances

payment options for members. need to invest in modernising the bar voucher system and how members are able to pay for things like their bar bills, social activities – **JF to investigate**

Explore card payment over bar

Membership: We have 231 members, compared to 260 at the end of last season, and I think there are still a handful who will renew. I'm planning to start disabling logins and door cards next week. In other updates - we now have an online membership application form which reduces the effort and possibility of mistakes when enrolling new members, and automatically sends out a welcome email with lots of useful information (the contents were discussed previously - suggestions always welcome). We are also now recording members' gender in the database, in order to track female membership numbers.

Exit questionnaire agreed to be sent to any member not renewing. Feedback received from Alwyn

Now have £93k in bank which will run down. Can spend around £10k excluding court maintenance on new projects

Lease extension FL talked to the Bromley's who represent the Horsell sports association. Cricket club lease comes up same time as ours. Will get together on this

Freddie in communication with David Bromley (29/4/18) regarding leases

Do we need money for the lease? MW

Capital projects

very roughly speaking we have the following, which we should try to get timelines for. We seem to be able to spend around £10,000 per year on extraordinary expenditure (not including court refurbishment) without depleting our savings. Projects like a new car park will probably take a year or so to get through planning and cost agreements, so we should try to plan out over a 5-year timeframe.

Project	Approx Budget	Comments
Kitchen/Bar Refurbishment	£5,000	Could spend more, depends on scope
Men's Changing Room Cosmetic Refurb	£11,000	Toilet cubicle, walls, showers, ceiling and floor? More budget?
New Car Park shared with WHCC	£10,000	Cost to be shared with cricket club? Ongoing / future project - MW
New Front Door	£2,000	Needs to be industrial quality
Dehumidifier / Air Conditioning	£10,000	Plan is to collect humidity data first
Lease Renewal	£?	Freddie is handling this? Is there an ETA?

AB to look through David's cap ex spreadsheet and decide if to keep

Committee

Welcome to Adam!

SP to add new role descriptions to website

Roles and responsibilities of individual committee members to be reviewed and updated by each committee member for their own role. KB to add in responsibility of court bookings

Current descriptions: https://wokingsquashclub.org/club_management

SP – to stay the same

AB – overseeing and supervising long term projects

Vice chair – JF volunteered and was voted in as Vice Chair–responsibilities include: project manager, club development, sponsorship, Supporting local community. Assistant to chair. JF to come up with full description

Gaps on committee include– legal requirements; social media. KB can put posts on Facebook.

AOB

- Foxhills – potential new members. Poss evening to introduce new members. Hearing back from General manager
- Feedback from members - none
- Leslie Philips standing down as trustee – any replacement? MW to ask Freddie

Next meeting – at the club – Tue 4th Sept