

## Woking Squash Racquets Club

### Committee Meeting

20<sup>th</sup> March 2018

#### Attending:

Jackie Thorogood (JT)

Mark Watts (MW)

Jez Foulsham (JF)

Stewart Perry (SP)

#### Apologies:

Kerryn Bartlett (KB)

David Dommett (DD)

James Dyer (JD)

### 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:

#### GROWTH / PARTICIPATION

##### Tournaments

The Tournaments are now in progress with entrance available and a date for the finals set of 21<sup>st</sup> April with social event, more competitions and inclusion of Juniors on Finals day etc.

Progressing more or less to schedule. There is now an automated program to book tournament courts 10 days in advance and remove unbooked ones 2 days in advance, and automated reminder emails to players and a weekly overdue match report to the organisers

##### Ladies Section

Sukhy and Jackie running a further 4-week Racketball coaching programme for new ladies in April on Friday mornings. To promote off peak membership to them at the end of the course

JT is attending level 1 squash coaching course on 24<sup>th</sup> march to be able to help out with these sessions more effectively

### **Juniors**

Chris Bartlett has been asked to take on the role of re-structuring the Juniors. It is likely that a first change will be to increase the number of sessions to 3 but reduce the sessions to 1 hour. Chris will also supervise Dominic with regard to implementing other changes. MW has asked Chris to ensure that this involves the introduction of a recognised programme that measures the progress of the Junior, and thereby the effectiveness of the coach

### **Club Night**

To recruit a supervisor from 7.30-9.30pm on Thursday club night. £20 fee agreed for the 2-hour session

Jez, Pete Richardson, Chris Bartlett, Phil Hall, Adam B and Janik have indicated they would be willing to manage the early part of Club Night. JT and SP to also be trained to cover if needed

Training to take place by JF at club night Thurs 26<sup>th</sup> April

### **Racketball**

From David Guys Survey:

1. You voted 80%/20% in favour of handicapped leagues.

A couple of people suggested both, but others said that they wouldn't have time for both. Freddie did suggest halving the size of the leagues and having parallel ones, and we can come back to this if there's a large demand.

2. With regard to the no. of leagues/ league sizes - the favourite was 4 of 7.

3. with regard to composition of the leagues it was a 3-way tie though some useful comments. I have gone with the general will and kept the extremes apart with the Premier A and B for those on 900/1000 +. and 3A, 3B with no restriction. There will be promotion from 3A and 3B upwards and relegation downwards as well as movement sideways to ensure different opposition each league.

New Leagues are now in place

The result is that nobody is now on more than +7 so everyone has to get at least 4 points to win, one of the biggest gripes from before - as it was too easy to make one or 2 slip ups and lose.

### **Socials**

there were a number of recent suggestions for Social activities, such as a Summer Walking Tour, Summer (and Spring!) BBQ, Go-Karting... Golf Day? JF will plan some things so we have a calendar of activities for this year

### **email problem to membership**

Emails from the website are now digitally signed and sent through Amazon mail servers; We don't anticipate any more problems with them being rejected. Mailchimp has also been set up with the same digital signatures - this is very user-friendly and allows us to send very professional emails and has lots of other features

Organise mail chimp training at the club – Tues 3rd April - JT to send invite to committee

### **GDPR - Some updates from SP:**

1. the club website has been secured with a digital certificate (so you will now see a padlock in the top-left corner)
  2. most names on the website now appear obfuscated to the general public, I can complete this once the old booking website is decommissioned (see below)
  3. there is now a daily purge of our database to remove all Personally Identifiable Information (PII) from ex-members, and other information (date of birth) when no longer required (this can be extended as necessary).
- GDPR - We will need to reach out to members to get them to explicitly opt-in to receive emails from the club, and consent to their data being used in other ways. This needs to be done before May 25th. I am happy to take this action.
  - GDPR - The old booking website will need to be decommissioned, as the data on it cannot be satisfactorily secured. Doing this will also allow more features to be implemented such as preventing multiple peak-time bookings. I am happy to take this action.
  - GDPR - Any old copies of data containing PII, that Kerry has in spreadsheets for example, will need to be deleted.
  - GDPR - I have asked John Bryant to do a full security audit of the club website and database. I suggest that myself and Dave Dommett meet with him to discuss any further requirements around data security and GDPR when this is complete.
  - Need a retention deletion policy – SP
  - Old booking website to go

### **Other club Activities**

Some members sent in suggestions for other activities which JT will investigate. Meeting with Ryan Stride booked to discuss

### **Late Cancellations**

the points system has been simplified, and posters have been put up at the club explaining the simplified rules and have removed points awarded under the old system.

### **Squash Levels –**

we will be automatically uploading results from our internal squash leagues - Premier, League 1A and League 1B - to squash levels, when both players have an existing squash levels ID. This integration has been in place for a few years but has never been switched on - Adrian would like to do so now as he believes it will attract more team players to play in the club leagues.

## **FACILITIES/OUTSTANDING MAINTENANCE**

New front door– been in touch with 2 door companies. Now looking into commercial door companies – anthracite grey / glass panel. JD to chase. Ongoing

Ceilings also need to be cleaned / patched / painting – James to sort himself. Cleaned/repairing to be done

Outside fire escape door to be painted. Ongoing

Water fountain for front entrance hall for plumbed in solution. Bottle filler only - £178 for plumbing. Need to research on the actual fountain. Put by under stairs small cupboard. To investigate – email quote this week. Poss. second-hand fountain – JD to source

umbing has been fitted, still sourcing fountain

Courtmasters and other banner to be removed from Dec. and put new sponsors banners up. JD remove current banners on courts. To do •

Get new small board for upstairs (like the ones downstairs) – to be ordered

- New hairdryer for ladies changing room
- Come up with an annual maintenance list. Ongoing. Believe this to take a year to do. Start but to be developed

Downpipe outside to be sorted out – replace. Ongoing

- 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
- PAT testing all equipment
- Get cage for thermostat to stop people changing temp or get a remote sensor to leave behind the bar

- Get rid of rug leading to men's changing rooms
- clean car park to stop mud coming into the club

### **Bar area**

Subgroup re bar area project –to discuss and bring to committee

### **Cleaners**

MW meeting Ian on Thursday at club. Showers been cleaned by MW today! Another solution is to make the changing rooms better – wipe clean floor and shower walls. Better fans. Block in toilet. Budget of £5k. Keith Holdaways friend to quote

**Court 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. Feedback form members commenting on how cold it is – has been one of the coldest winters we've had

### **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

Subscriptions - as we approach the new season SP would like to make some changes to subscription renewals this year. The prompt-payment incentive will no longer apply to cheque payments, as it will be difficult to establish exactly when the payments are received, and they are generally much more work For the same reason we will be removing the option to pay by cash altogether - there were only a handful of these last year. Going forward, we would like to encourage all large payments from members to be made via electronic transfer

Next Meeting: **Tues 1<sup>st</sup> May 7.30pm**