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Australian Professional Snowsport Instructors Inc.

Board of Directors Meeting Minutes
22 June 2018
Rydges, Jindabyne NSW

Present

Anthony Hill, Andrew Rae, Deborah Meehan, Tom Hodges, Richard Jameson, Zac Zaharias, Dive Burton (via Skype).

Apologies

Adam Federico, Richard Hocking, Adam Hosie.

Secretary

Alexia Colville.

Meeting Open

The chair, Anthony Hill, declared the meeting open at 9:17 am.

Approval of Minutes

The minutes of the board meeting held on May 8th, 2018 were adopted.

- Action Item Review:
 - General Manager cancelled candidate compensation insurance
 - Treasurer submitted information on CPI
 - Adam Hosie provided information on high level instructor wage rates
 - Education campaign regarding potential property purchase, action item is outstanding, to be reviewed with APSI strategy.

Agenda Items

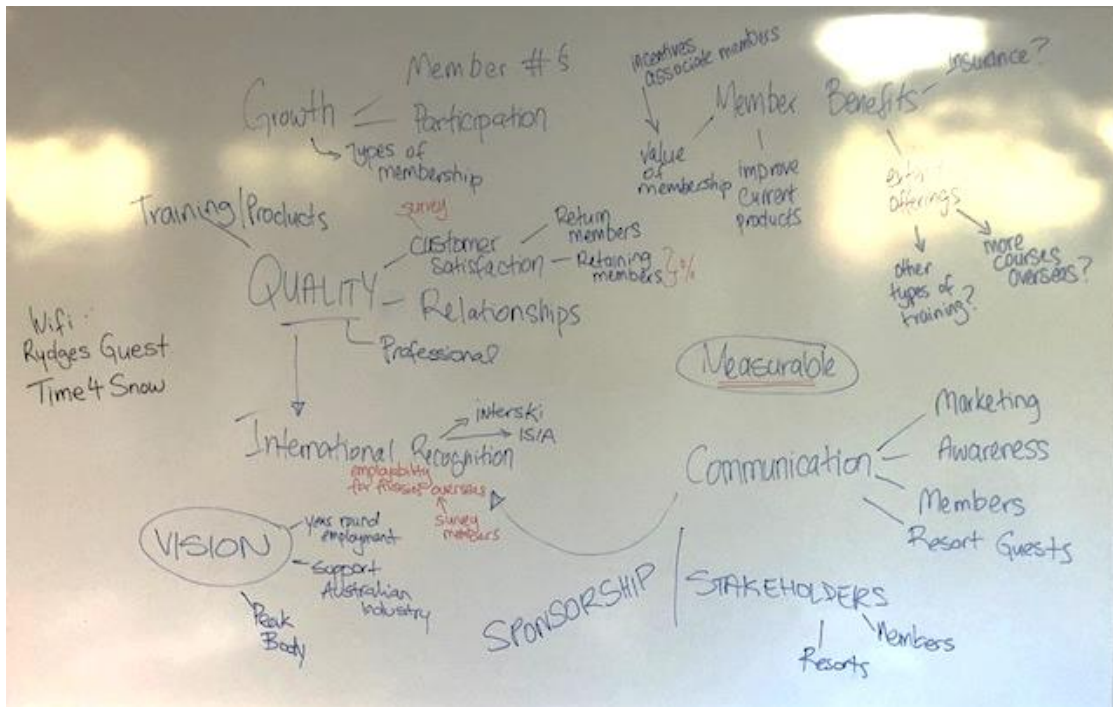
APSI Strategy / Vision for the Future

APSI 2025

The board created a mind-map of goals for the association.
Some of the key points were:

- Providing members the best educational products to succeed as instructors.
- Association's duty to Australian snowsport industry as a primary focus and goal.

- Promoting Australian training system and Australian employment.
- Improving resorts' guest experiences and building or maintaining key relationships.
- Member benefits
- Member number growth
- Continued development of resources
- International recognition/ standing in International community
- Customer satisfaction
- Electronic voting or surveys



Sponsorship

The board discussed current and potential sponsorship opportunities and strategies. It was noted that the Demo Team are the best way to attract potential sponsors.

Andrew Rae updated the board on Montana sponsorship. They will provide shirts for the demo team but are not able to offer more in sponsorship at this time.

A sponsorship plan was received from Gina Woodward and the board reviewed the document. It was noted that the document is not complete and needs significant work to fully develop.

The board need to cement what APSI is able to offer in return for sponsorship.

Whether the APSI needs to tender for a marketing consultant was discussed.

The board discussed the potential for outsourcing marketing/ sponsorship functions and how that might be achieved.

It was identified that the APSI needs a communication strategy and will go out to tender for one to be developed.

Action Item: Deborah and Zac will prepare a tender specification document for a communications strategy, to be approved by the board before circulation. Due by 31 July 2018.

Action Item: Lexi to provide board with current social media plan.

Wages

Deborah proposed a method for setting APSI employee wages whereby a role evaluation informs the rate of pay. See attached proposed wages post job evaluation spreadsheet. Deborah explained the spreadsheet and methodology used to calculate proposed wages

The key points were:

- Currently the APSI has no remuneration policy
- The role evaluation is used to score job value which then informs the wage
- Using this method for trainers and comparing to average CAT A instructor rates in resorts, closes the gap between trainer wages when working in resorts versus working for APSI
- Same methodology should be applied to office staff to create a level 'playing field'
- Using this method creates a more transparent, fair process for all staff
APSI's biggest asset is its staff.

The following points were raised:

- That the board should review the sample evaluations conducted by Deborah, Andrew and Alexia to test their validity.
- Why is there 1.5 % experience loading for GM only?
 - o Recognition of relationships, experience and corporate knowledge.
- That role evaluations do not take workload into account.
- If this method is adopted, there will be a need to re-evaluate all roles frequently.
- Wage reviews are an outstanding item from the end of season board meeting in 2017.
- Job descriptions and clear direction from the board to employees is required.
- Trainer wages should not be discussed further until there is clarification about whether they fall within the scope of the Alpine Resorts Award.

Action Item: Ant to seek legal advice on whether the APSI should be working under/ covered by the Alpine Resorts Award and application of minimum wage.

Board Meeting Schedule

The board set the following as the minimum required meetings each year:

- 1 mid-season skype meeting
- 2 days end of season face to face meeting
- 1 pre-Christmas/ Northern winter skype meeting
- 2 days pre-AGM face to face meeting (May)

Meeting Close

Action Item Review

No action items were reviewed.

Adjournment

There being no further business, the meeting was adjourned by the chair at 3:19 pm.