



Email: [apsi@apsi.net.au](mailto:apsi@apsi.net.au)

Post: PO Box 131

Jindabyne, NSW 2627

Phone: +61 2 64561255

## Board of Director Meeting Minutes

6.00pm, Thursday 27<sup>th</sup> August 2020

Online meeting via Microsoft Teams

### Present

Paul Lorenz, Joshua Himbury, Deb Meehan, Adam Hosie, Zac Zaharias, Jenna Shaw, Scott Sanderson, Richard Hocking, Suz Brown

### Apologies

Sarah Lyster

### Secretary

Suz Brown

### Meeting Open

Meeting was opened at 6.00pm

### Agenda Items

Agenda Item	Action
<b>Acceptance of Minutes from the previous meeting held on 15 July 2020</b> Proposed by: Scott Sanderson Seconded by: Jenna Shaw	
<b>Actioning the Balance Scorecard</b> Business Product Analysis & Detailed Xero Set up <ul style="list-style-type: none"><li>SS has been speaking with RH and DM to work through solutions</li></ul> MOU <ul style="list-style-type: none"><li>Thought has been given however no progress as yet</li></ul> Office Work Plan <ul style="list-style-type: none"><li>Office staff and PL and SL have meet and PL &amp; SL have requested more information on each office role</li></ul> Decision Register <ul style="list-style-type: none"><li>Register has been created. Decisions over the last 12 to 18 months to be added.</li></ul>	P.Lorenz to touch base with each project lead over the next week.
<b>Financial Update</b>	

<ul style="list-style-type: none"> <li>• Outgoings/fixed expenses until the end of 2020 estimated to be \$33K excluding any income and wages</li> <li>• Current forecast is bolstered by JobKeeper and Government Grants as well as approximately 700 paid memberships for 2020</li> </ul> <p>With the new JobKeeper eligibility criteria, are TD's and Trainers eligible for JobKeeper ?</p>	<p>R.Hocking to speak with Julie regard contracts and eligibility</p>
<p><b>Upcoming Courses</b></p> <p>Charlotte Pass -</p> <ul style="list-style-type: none"> <li>• Alpine &amp; Snowboard Staff Exams confirmed</li> <li>• Alpine &amp; Snowboard Level 1 Public Courses confirmed with smaller numbers</li> </ul> <p>Perisher -</p> <ul style="list-style-type: none"> <li>• L2, L3, L4 Alpine Exam Resits to be offered at Perisher during September</li> <li>• Resits open to all staff, however no FOC passes. A discount would be offered to non-Perisher staff for passes.</li> <li>• APSI to schedule in-resort trainers.</li> <li>• Covid Plans to be put in place for all courses/resits.</li> <li>• Perisher seeking APSI Board approval to go ahead.</li> </ul> <p>A.Hosie to engage what the demand is for Resits at Thredbo would be and get back to R.Hocking with the possibility of running resits during September.</p> <p>D.Meehan has requested an analysis on course costs (what is break even for an exam, course etc)</p> <p><i>The APSI Board approves for The APSI and Perisher to go ahead with Alpine L2,L3,L4 Resits and Level 1 Public Alpine &amp; Snowboard courses during September.</i></p>	<p>R.Hocking to confirm with CP what their Covid Plans are</p> <p>A.Hosie to investigate</p> <p>R.Hocking to provide analysis</p> <p>R.Hocking to speak with Perisher Snowsports Director.</p>
<p><b>Women's Committee Proposal</b></p> <ul style="list-style-type: none"> <li>• Board is very supportive of the effort and overall goal that has been presented for the Women's Committee. However, overall goal needs to be aligned with Broader representation across the industry</li> <li>• Committee needs to be inclusive not, exclusive and be aligned as a Group with leaders within the group.</li> <li>• Governance – the Board has the power to determine what the scope and structure of the group/committee. With clear lines of direction, engagement, and reporting lines.</li> </ul> <p>What is the best way forward?</p> <ul style="list-style-type: none"> <li>• Board Executive and J.Shaw to hold a meeting with the Women's Committee representatives to voice any concerns and issues.</li> <li>• A united Survey action plan to be created</li> <li>• Clear framework and governance (robust terms of reference)</li> </ul>	<p>Meeting scheduled for 3 September.</p>
<p><b>Technical Directors Update</b></p> <ul style="list-style-type: none"> <li>• Regular Après Sessions and e-Learning has had a great uptake by members over the last couple of weeks with positive feedback.</li> <li>• Planning for the National Team – TD's still working on a plan with selection to take place in 2021.</li> <li>• National Team Coach recruitment currently taking place.</li> </ul>	

<ul style="list-style-type: none"> <li>• P.Lorenz asked who will be participating in the recruitment/selection of the National Team Coach. Selection panel to be decided.</li> <li>• To be clear to the membership, Team Coach advertisement needs to state that National Team Coach could potentially be a paid role in the future.</li> <li>• P.Lorenz thanked the Technical Directors and Technical Teams for all the effort in getting the e-Learning and Après Sessions up and running.</li> </ul>	
<p><b>Other Business</b></p> <ul style="list-style-type: none"> <li>• Membership Communications – Board has requested that final EDM sent on a Fortnightly basis to be approved by the Board before being sent to Membership.</li> <li>• Guide to Teams – J.Shaw will provide a draft guide to the Board</li> <li>• Board Meetings going forward - Monthly meetings to be scheduled on the last Thursday of every month at 6pm.</li> <li>• End of Season Board Meeting – dates/times to be discussed at the next Board meeting. Preference to be face to face if possible.</li> <li>• Technology that converts information from our website to the APSI App will no longer be available. R.Hocking to continue to work with the developer on options going forward.</li> </ul>	S. Brown to schedule in diary.

### Meeting closed

Meeting closed at 7.43pm

### Next Meeting

Next Board meeting to held on Thursday 24<sup>th</sup> September at 6pm via Microsoft Teams.

### Action Register

Date	Action	To be Actioned By	Date Due	Completed
27/08	Decision Register to be updated	S. Brown	Ongoing	
27/08	TD Jobkeeper Eligibility	R.Hocking	24/09	
27/08	Charlotte Pass Covid Plans for APSI to run courses/exams	R.Hocking	24/09	
27/08	Engage what the demand is for Resits at Thredbo	A.Hosie	24/09	
27/08	Request for an analysis on course costs (what is break even for an exam, course etc)	R.Hocking	24/09	
27/08	Confirmation that Exams/Resits/Courses to go ahead at Perisher in September	R.Hocking	24/09	
27/08	Women's Committee & Board Members to meet	J.Himbury	24/09	
27/08	Monthly Board meetings to be scheduled going forward.	S.Brown	24.09	Complete