

## AWTTA – Meeting Minutes

Date: 28 / 01 / 2019

**Location of Meeting:** 471 North Street, Albury, NSW 2640

**Start of Meeting:** 18:00

**Status:** Approved

**Present:** Terry Caldwell (President), Bill Farrell (Vice-President), Kerry Bell (Secretary), Rick Woods (Treasurer), Barbara Manley, Ian Radley, Bas Smeulders, Darryl Young, Ivan Church

**Apologies:** Nil

**Absent:** Nil

**Agenda Item 1: Meeting Minutes from previous meeting, date 10 / 12 / 2018**

**Mover:** Young, Darryl **Seconder:** Farrell, Bill

The minutes of the committee meeting, dated 10<sup>th</sup> of December 2018, have been approved by the Committee

**Agenda Item 2: Matters Arising from Previous Meeting, date 10 / 12 / 2018**

**Mover:** - **Seconder:** -

**ACC Lease:** The lease for our club has been extended again for one year. ACC Lease has raised the lease price to \$542.00 per year.

**Notice Board:** Bill Farrell provided a draft text for the Notice Board. The text has been reviewed during the meeting and it was decided to split the wording into two texts. The first text is welcoming the visitors to our sports centre and the second text is the Code of Conduct. Bill will provide two new draft texts. Item has been moved to the Action List

**Agenda Item 1:** The Wednesday night has become available and could possibly be booked by the Albury Scouts and Cubs.

**Agenda Item 2:** The Federal Sports Funding Grant application due December 2018 was not approved, but there is a second round in February 2019, which could still have a positive outcome.

**Agenda Item 6:** Darryl Young has made a new letterbox, which is in use now. The committee thanked Darryl for his efforts.

**Agenda Item 8:** Ian Radley is still researching the costs of a security camera. Item has been moved to the Action List.

**Agenda Item 9:** The pricing of the equipment stock still leaves room for discussion. Bas Smeulders will investigate the last year's equipment purchases and will provide a pricing proposal to the committee at the next meeting. A second proposal will be provided for an inventory list, which is not available today. Item has been moved to the Action List.

**Agenda Item 10:** The process to dispose of the fluorescent lights has once more been discussed. This has been a lesson identified and will be taken into account for future disposals.



**General Business 1:** The noisy whirly in the roof of the stadium has been fixed.

**General Business 2:** There is no set maximum of expenditures below \$500.00. Every expenditure below \$500.00 will be reported to the committee during the following meeting and noted in the minutes.

**General Business 4:** The fumigation, which happens every two years, has been put on hold, due to high priced quotes. Also, the problems are under control and at the moment it is not necessary to fumigate.

Darryl Young volunteers to fumigate the sports centre by himself, when necessary, using off-the-shelf pesticides, which are also used by the fumigation companies. Item has been moved to the Action List.

**Agenda Item 3: Action Items – See Attachment 1**

**Mover:** - **Secunder:** -

The action list is new and will be reviewed by the committee members before the next meeting. The committee members will provide their input regarding responsibility and status of the action items.

**Agenda Item 4: Correspondence – Mail/Email**

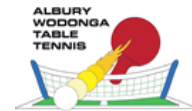
**Mover:** Woods, Rick **Secunder:** Radley, Ian

- In: **Albury Paddlesteamer Motel.** The motel is offering discounted prices for rooms during tournament/events and requests some exposure in our Sports Centre. Barbara Manley will contact the motel to discuss different sponsor opportunities, which will provide exposure for the motel. The committee has decided that there is no conflict of interest with the Commercial Club sponsoring.
- In: **Vision Australia.** They are looking for programs for their vision impaired and blind clients to access and clients have expressed interest in Table Tennis. Requesting to discuss the possibilities
- In: **Leonie O’Haire.** Coles Community BBQ is booked for 18<sup>th</sup> of May 2019
- In: **Telstra.** 2 Invoices.
- In: **Interact Sport Pty Ltd.** Invoice for use of website.
- In: **David Smith.** Requesting Treasurer not to pay the bill of Interact Sport due to outstanding issues. **After meeting note:** Interact Sport has responded to the queries of David and it has been advised that AWTTA should start looking for a new website host.
- In: **J.J. Richards.** Invoice.
- In: **Table Tennis Victoria.** Invoice.
- In: **Albury City.** Invoice.
- In: **Bendigo Banking.** 2 Statements.
- In: **Table Tennis Australia.** Sporting flyers for schools.
- In: **Table Tennis Victoria.** General invite to become part of the High-Performance Panel.

**Agenda Item 5: Treasurer’s Report**

**Mover:** Radley, Ian **Secunder:** Smeulders, Bas

In relation to last year’s report, the Pennant fees and canteen takings were down, the Schools/groups and Keenagers fees were up. Electricity costs were up, but this can be related back to the instalment of the new light system and extension of



the Sports Centre in 2018. No till shortages reported. Overall December 2018 had a surplus

#### Agenda Item 6: Promotional Grant Ideas

**Mover:** - **Seconder:** -

**Move It AUS – Participation Grant Program, Australian Government – Australian Sports Commission.** AWTTA is invited to submit a proposal. AWTTA is opting for the Stream 1 Grant, which is funding local sport and physical activity organisations. The committee thanks Stuart Davidson for providing his ideas and together with Ian, Barbara, Ivan and Kerry being part of the group who will meet on 29 January 2019 to write a submission proposal. This submission proposal will be distributed to the rest of the committee members before submitting it. The application has to be submitted before 18 February 2019, 5:00pm AEST. The following ideas were discussed during the meeting

- Banner Pennants showing season overview;
- Commercials on tv and radio;
- School tours;
- Provide awareness to other sport associations that Table Tennis is a good alternative during the off-season, e.g. Netball association, etc...;
- Corporate table tennis competition;
- Partner with welfare agencies to provide the right opportunities for people that may have difficulties accessing sports due to their challenges/disabilities;
- Target people who may not participate in organised sport due to cost. Maybe subsidising their costs. Schools could possibly assist;
- Target newly arrived communities, which could feel constrained due to social structures and communication challenges. This would require some work regarding culture, translating, etc...;
- Partnership with specialist experts dealing with people with weight challenges. The right environment might help increase in sporting activity.

#### Agenda Item 7: Sausage Sizzle

**Mover:** - **Seconder:** -

The sausage sizzle at **Coles Wodonga** is booked for **18 May 2019** and is coordinated by Leonie O'Haire. The date for the sausage sizzle at Bunnings is not known yet.

#### Agenda Item 8: Space for Disability and Blind Night

**Mover:** - **Seconder:** -

The vision impaired and blind clients of Vision Australia will integrate with the Keenagers for a few weeks. This period will be used to understand if there are any issues and come up with solutions. The end goal is to nominate a night on which the vision impaired and blind people can play.

#### Agenda Item 10: Website

**Mover:** - **Seconder:** -

After a website update in October 2018, done by Interact Sport Pty Ltd, there was only trouble. The pennant coordinator, responsible for ensuring the information on the website is current and accurate, has submitted two tickets for the issues in October 2018. The issues have not been resolved yet and the pennant season starts at 11 February 2019. Ian Radley will investigate different options and will report back to the Committee.





**Agenda Item 16: Constitution – Tidying Up Wording re Proxy/Absentee Voting**

**Mover: -                                      Seconder: -**

The President provided the existing text for part 35 and 36 of the constitution. The Committee will discuss the wording during the next meeting.

Bas Smeulders provided a suggestion for a change to the constitution regarding the membership of the Committee. The club is built upon two groups, i.e. Keenagers and Pennant Players. These should be equally represented in the Committee. The suggested change is to provide a directive that the President and Vice-President positions will be filled by a Keenager and a Pennant player. The committee will have 5 members of one group (including the President) and 4 members of the other group (including the Vice-President).

The Committee will discuss this during the next meeting.

**Agenda Item 17: Painting Rear Shed**

**Mover: -                                      Seconder: -**

Kerry Bell provided a cost overview for painting the rear shed of \$80.00. This seems cheap. Kerry will check it once more and then the go ahead will be given by the committee.

**Agenda Item 18: General Business**

**Mover: -                                      Seconder: -**

**Lighting:** The floor got flooded on 13 December 2018 and needed to be cleaned. This has been done on 19 January 2019 with the help of volunteers, which the Committee is very thankful for. The sizes of the courts have been remeasured and have been made the same (total of 10.8 m) on both sides of the hall. Unfortunately, the lighting has to be moved on at least one side of the hall, but maybe on both sides to reduce the shadows on the table as much as possible.

Kerry provided an estimate of \$400.00 for moving the lights.

The plan of attack is to await for further feedback from the Pennant Players regarding the shading on the table, but the tables have to be moved, so that the centre of the table is in the centre of the court.

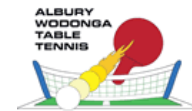
**Agenda Item 19: Date Next Meeting**

**Mover: -                                      Seconder: -**

The next meeting date is Monday 25 March 2019, 18:00.

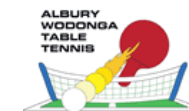
**End of Meeting:** 20:15

----- END OF MINUTES -----

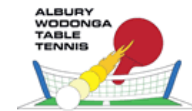


## AWTTA – Action Items

Action Item No	Description	Committee Member	Start Date	Expected End Date	Remarks	Closed (Y/N)
01/18	Lease with Albury City to be extended beyond 2018	Bell, Kerry	10 Dec 18	28 Jan 19	The lease has been extended for 1 year	Yes
02/18	Verify Commercial Club Albury Sponsorship for 2019	Bell, Kerry	Click or tap to enter a date.	Click or tap to enter a date.	Kerry has contacted Commercial Club. The amount asked for is \$6000.00	No
03/18	Life member photos to be hung up	Radley, Ian	-	28 Jan 19		Yes
04/18	Calendar for 2019	Caldwell, Terry	10 Dec 18	30 Dec 19		No
05/18	Confirmation of Vic Junior Open 2019 (See 07/18)	Caldwell, Terry	-	28 Jan 19	AWTTA is not hosting the Vic Junior Open 2019	Yes
06/18	Nights of Pennant competition 2019	Radley, Ian	03 Dec 18	10 Dec 18	Has been finalised	Yes
07/18	Commercial Club Sponsorship Vic Junior Open 2019 (See 05/18)	Caldwell, Terry	-	28 Jan 19	AWTTA is not hosting the Vic Junior Open 2019	Yes
08/18	Arrangements sausage sizzle at Coles Wodonga early 2019	Bell, Kerry	01 Oct 18	18 May 19	The date is booked for 18 <sup>th</sup> of May 2019. Leonie O'Haire is coordinating with Coles Wodonga.	No
09/18	Painting back walls black	Bell, Kerry	-	25 Mar 19	Kerry will negotiate with some Keenagers. Is on hold till the outcome of the Federal Grant Application is known	No
10/18	Investigation of new till with credit card facilities	Bell, Kerry Radley, Ian	10 Dec 18	28 Jan 19	Has been investigated, no proposed changes. Maintain existing till	No
11/18	Security camera to stop money missing	Radley, Ian	10 Dec 18	25 Mar 19		Y/N
12/18	Security code for new committee members	Bell, Kerry	10 Dec 18	-	Security codes are held by Kerry and issued with keys to those the committee endorses	No

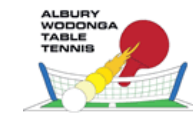


Action Item No	Description	Committee Member	Start Date	Expected End Date	Remarks	Closed (Y/N)
13/18	Negotiate slight boundary change with Albury City Council to provide space for change rooms (See 18/18)	Bell, Kerry	-	25 Mar 19	Kerry has requested Tony Pringle to draw some plans. Until plans are received, nothing can be done. Background: Council has been asked, if land could be made available for changing rooms.	No
14/18	Encouraging after-school sessions for juniors, including coaching and games	Caldwell, Terry	-	25 Mar 19	Terry will take expressions of interest. With 6 starters the after-school sessions will start. Cody is happy to manage the sessions. Terry suggested that Cody will be paid the same rate as he is paid for school sessions	No
15/18	Encouraging NSW students to take-up Active Kids Vouchers and use them for Table Tennis	Caldwell, Terry	-	01 May 19	Terry will contact all schools prior to the 2 <sup>nd</sup> Season. The promotion group might include the inclusion of AWTTA in the Border Mail's promotion of the Active Kids program	No
16/18	Address whatever response we get for the Federal Sports Funding application	Select Member	Click or tap to enter a date.	Click or tap to enter a date.		Y/N
17/18	Maintaining information stream website	Caldwell, Terry	03 Dec 18	Click or tap to enter a date.		No
18/18	Club Extension, including changerooms (See 13/18)	Bell, Kerry	-	25 Mar 19	Kerry has requested Tony Pringle to draw some plans. Council have promised to fund either on the 1/3, 1/3, 1/3 or 50/50 system. Costing will be acquired when plans have been finalised.	No
19/18	Sponsorship Small business	Select Member	Click or tap to enter a date.	Click or tap to enter a date.		Y/N
20/18	GTG Grant, contact ethnic communities	Select Member	-	-	Is finished. No information available	Yes
21/18	Notice Board – Wording of new board still requires some attention	Farrell, Bill	10 Dec 18	25 Mar 19	During the meeting of 28 Jan 19 a few changes have been suggested	No



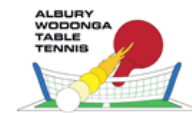
Action Item No	Description	Committee Member	Start Date	Expected End Date	Remarks	Closed (Y/N)
01/19	Pricing proposal and inventory list for equipment stock	Smeulders, Bas	28 Jan 19	25 Mar 19		No
02/19	Fumigation of the Sports Centre (every 2 year)	Bell, Kerry	28 Jan 19	25 Mar 19	Darryl Young has volunteered to fumigate the Sports Centre with off-the-shelve pesticides, which are also used by the fumigation companies	No
03/19	Investigate and implement a new Website Host for providing club information and Pennant Competition details	Radley, Ian	28 Jan 19	30 Dec 19	Cooperate with the Pennant Coordinators, especially David Smith	No
04/19	Paint rear shed	Bell, Kerry	28 Jan 19	25 Mar 19	Kerry provided a cost estimate of \$80.00	No
		Select Member	Click or tap to enter a date.	Click or tap to enter a date.		Y/N
		Select Member	Click or tap to enter a date.	Click or tap to enter a date.		Y/N
		Select Member	Click or tap to enter a date.	Click or tap to enter a date.		Y/N



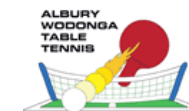


## AWTTA – Overview Grants

Grants	Amount	Status	Spend on / expected spending on	Provided by	Remarks
01/18	\$65,000.00	Successful	<ul style="list-style-type: none"> <li>Stadium extension</li> <li>Equipment</li> <li>Lighting</li> <li>Black boarding around the lower part of the walls</li> </ul>	Albury City	
02/18	\$65,000.00	Successful	<ul style="list-style-type: none"> <li>Stadium extension</li> <li>Equipment</li> <li>Lighting</li> <li>Black boarding around the lower part of the walls</li> </ul>	Albury City	Interest-free loan to be paid off over 10 years from 2019
03/18	\$500.00	Successful	<ul style="list-style-type: none"> <li>Tournament prizes and promotion (including banners)</li> </ul>	Albury City	Pre-July for 2017-2018 year Post-July for 2018-2019 year
04/18	Unknown	Successful	<ul style="list-style-type: none"> <li>Paid for the female participants in the TOPS course</li> </ul>	TTV	
05/18	\$5,000.00	Successful	<ul style="list-style-type: none"> <li>Extra Ladies toilet</li> <li>Refurbishment of Disability toilet</li> <li>Improvements to facilities for disabled</li> <li>Floor covering</li> <li>Improvement to the foyer area</li> </ul>	Bendigo Bank Community	Together with Grant 06/18
06/18	\$1,000.00	Successful	<ul style="list-style-type: none"> <li>Extra Ladies toilet</li> <li>Refurbishment of Disability toilet</li> <li>Improvements to facilities for disabled</li> <li>Floor covering</li> <li>Improvement to the foyer area</li> </ul>	2AY/Border Trust	Together with Grant 05/18 Acquittal document has been submitted in January 2019
07/18	\$7,200.00	Successful	<ul style="list-style-type: none"> <li>Providing opportunities to non-members, e.g. community groups; group unemployed people in a specialised program; subsidising school activities; paying for male participants in TOPS courses to have coaches available for external users</li> </ul>	G4G (Giving for Grassroots) Sports4everybody	



Grants	Amount	Status	Spend on / expected spending on	Provided by	Remarks
08/18	\$5,000.00	Successful	<ul style="list-style-type: none"> <li>Annual sponsorship</li> </ul>	Commercial Club	
09/18	\$3,000.00	Successful	<ul style="list-style-type: none"> <li>Victorian Open Juniors Tournament Sponsorship</li> </ul>	Commercial Club	Meant a significant increase in prize money
10/18	\$500,000.00	Pending	<ul style="list-style-type: none"> <li>Solar panels</li> <li>Changerooms with showers</li> <li>Stadium flooring</li> <li>Heaters</li> </ul>	Federal Sports Funding	Max \$500,000 without requirement for matching funds
11/18	\$110,000.00	To be Submitted	<ul style="list-style-type: none"> <li>Men and ladies changerrooms with showers and toilets to be built at the end of the stadium</li> </ul>	Albury City Council	Initial verbal approval provided by council officers on a visit (Minutes 2018-06-11). It is only a plan at this stage. See also Action Items 13/18 and 18/18
12/18	\$4,000.00	To be Submitted	<ul style="list-style-type: none"> <li>Forthcoming projects</li> </ul>	TTA	50/50 grant (Minutes 2018-06-11)
13/18	\$10,000.00	Successful	<ul style="list-style-type: none"> <li>Refurbish kitchen</li> </ul>	NSW Sporting Club	



Grants	Amount	Status	Spend on / expected spending on	Provided by	Remarks
01/19	\$25,000 - \$250,000	To be Submitted	<ul style="list-style-type: none"> <li>• Increasing participation in sport and/or physical activity, particularly amongst inactive Australians, including:                             <ul style="list-style-type: none"> <li>○ Women and girls</li> <li>○ Early years (age 3-7) focus on the development of Physical Literacy</li> <li>○ Youth (ages 13-17)</li> <li>○ People from rural and remote communities</li> <li>○ People with disability</li> <li>○ People from culturally and linguistically diverse communities</li> <li>○ Aboriginal and Torres Strait Islander People</li> <li>○ Low-medium income households or Low Socio-Economic Status (SES)</li> </ul> </li> <li>• Building awareness and understanding of the importance of physical activity within target populations – Aligned to the “Move It Aus” campaign</li> <li>• Implementing new or scaling up successful, evidence-based initiatives/projects specifically designed to address the complex barriers to participation that inactive populations face</li> </ul>	Move It Aus (Australian Government – Australian Sports Commission)	Final Submission Date: 18 February 2019, 17:00 AEST
02/19	\$6,000.00	Successful	•	Commercial Club	