

## AWTTA – Meeting Minutes

Date: 27 / 05 / 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 25 / 03 / 2019**

**Mover:** Young, Darryl **Seconder:** Radley, Ian

The minutes of the previous meeting held on 25 March 2019 have been approved without any changes.

### **Agenda Item 2: Matters Arising from Previous Meeting**

**Mover:** Select Mover **Seconder:** Select Seconder

Agenda Item 3, Action Item 01/19 has been revised:

- The pricing of the stock ordered via Affordable Table Tennis will be 20% on top of the wholesale price, except when the price of the item becomes more than the website price. In this case the price of the item will be equal to the website price;
- No postage & handling will be added;
- A stock count will be done by Bas Smeulders with an interval of 6 months or when necessary;
- Kerry Bell will still be responsible for the basic stock that is available at the club;
- Bas Smeulders will be responsible for all the other stock not part of the basic stock. An order form will be made available at the club.

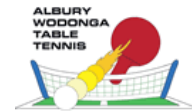
**Mover:** Smeulders, Bas **Seconder:** Radley, Ian

The above has been approved by all the members of the Committee

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

**Mover:** Select Mover **Seconder:** Select Seconder

- Item 08/18: Unfortunately, the sausage sizzle at Coles was on the same date as the State Government Election. There was still some profit. Item closed.
- Item 09/18: The back walls have been painted black. Item closed.
- Item 10/18: No updated information received.
- Item 11/18: Ian Radley provided a pricing for a security system of \$1,500.00. No more money has gone missing after the drop safe was installed. Some members of the Committee questioned if it was



still necessary to install a security camera, especially with the high costs involved.

The majority of the Committee members believe that the costs of installing a security camera do not outweigh the necessity to increase the security with the drop safe in place.

Item closed.

- Item 17/18: Additional AWTTA Facebook sites are still in the air. Some effort will be put in to remove the additional AWTTA Facebook sites, so that the official one will be the only one available.
- Item 19/18: Communicate with Rebel Pizza to get a better deal for them and for the club. Nothing specific regarding the better deal has been discussed.
- Item 07/19: The action item will only be dealing with Paragraph 35 and no longer with Paragraph 36. Terry Caldwell provided the updated text with the alterations provided during the meeting of 25 March 2019. Some more changes were discussed. Terry will present the new text during the next meeting.
- Item 08/19: Bas Smeulders presented a draft proposal describing the way forward with the future Committee structure. The Committee members will provide comments during the next Committee meeting.
- Item 10/19: Kerry will contact Border Sign Studio and investigate the possibilities. Responsible Committee member has changed from Barbara Manly to Kerry Bell.
- Item 11/19: Darryl Young will investigate what the involved costs are to develop a smaller table tennis table. Some Committee members had some doubts for the need of a smaller table tennis table.
- Item 12/19: There are still some more volunteers needed to fill up the 4 sessions.

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

**Mover:** Select Mover      **Seconder:** Select Seconder

In: **Telstra, 2x.** 2 Invoices for month April 2019 and May 2019

In: **J.J. Richards, 2x.** 2 invoices for month March 2019 and May 2019. Missing April 2019

In: **Origin.** Invoice

In: **Terry Caldwell.** Invoice for 6 Aprons with AWTTA logos

#### **Agenda Item 5: Treasurer's Report**

**Mover:** Radley, Ian      **Seconder:** Young, Darryl

The Treasurer provided the reports for March, April and May 2019. The overall trend is that in relation to last year's reports, the Pennant fees were down, the canteen takings were par, the Keenagers fees were up and the Schools/Groups receipts were up.

The electricity costs were up, but this can be related back to the instalment of the new lighting system and extension of the Sports Centre in June 2018.

Ian Radley has volunteered to investigate a new supplier for the electricity that could provide benefits to the club.



**Agenda Item 6: Rating Central**

**Mover:** Select Mover      **Seconder:** Select Seconder

Rating Central want users to pay a voluntarily fee for the use of their services. Table Tennis Victoria (TTV) has decided that they will pay for the fees, if Table Tennis Australia (TTA) decides not to pay them.

**Agenda Item 7: Major Raffle**

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

Ian Radley has been in contact with Steve Dainton (CEO ITTF and former Albury Table Tennis player) and has been offered as part of the 50 years celebration of AWTTA:

- 2x Economy Class Flight tickets;
- 2x VIP tickets for next year World Championships Table Tennis in Busan, South-Korea, including accommodation and entree.

The above offer is going to be the first price in a Raffle to be organised by AWTTA / Ian Radley.

The committee has decided to organise the Raffle under the members of Table Tennis Victoria and send raffle tickets for selling to the table tennis associations within the TTV region.

The 2<sup>nd</sup> price is a voucher of \$500.00 donated by Helloworld;

The 3<sup>rd</sup> price are V/Line tickets with a value of \$400.00.

The draw of the prices will be during the Veteran's Tournament in November 2019, which will be organised by AWTTA.

The Committee thanks Steve Dainton for his very generous offer to commemorate 50 years of AWTTA.

**Agenda Item 8: Wodonga Children's Fair – 27 October 2019**

**Mover:** Select Mover      **Seconder:** Select Seconder

Terry Caldwell brought to the attention of the Committee members that the Wodonga Children's Fair is planned for 27<sup>th</sup> of October 2019.

**Agenda Item 9: Strategic Plan Planning**

**Mover:** Smeulders, Bas      **Seconder:** Church, Ivan

The general consensus under the Committee members is that a strategic plan is needed, especially for applying for future grants it is expected that a strategic plan is required.

Bill Farrell will provide a first draft which will be send to the Committee members and when mature enough members of AWTTA will be requested to provide input.

**Agenda Item 10: Pennant Update**

**Mover:** Select Mover      **Seconder:** Select Seconder

During this Pennant season Division 1 has 7 teams, Division 2 has 9 teams, Division 3 has 8 teams and Division 4 has 6 teams. With the extension of the sports hall it is possible for two Divisions to play on the same evening.

After Country Week a letter will go out to the Pennant players of Division 1 and 3 to receive feedback about possible combining their night of playing.



**Agenda Item 11: Club Bats**

**Mover:** Select Mover      **Second:** Select Second

There are some issues with the club bats, e.g. the quality, handles coming off, rubbers loose, etc. Request if something can be done about it.

It is mentioned that there is a replacement program.

**Agenda Item 12: Club Shirts**

**Mover:** Select Mover      **Second:** Select Second

Pennant and Keenagers players are using different club shirts. Need to come to an agreement on design and material to unite the club shirts. Old Pennant shirts are not good as they are very hot to wear. Also, the Pennant & Keenagers shorts are different.

During the meeting there were some samples of shirts to look at. No decision was made during the meeting to go forward with a specific shirt. It was decided that the Committee will look into it.

**Agenda Item 13: Welcome Board / Code of Conduct**

**Mover:** Select Mover      **Second:** Select Second

The contents of the Welcome Board and Code of Conduct has to be updated, but this cannot be done until AWTTA has developed a Strategic Plan. It should all be linked together.

**Agenda Item 14: Covers for Tables**

**Mover:** Select Mover      **Second:** Select Second

Kerry Bell mentions that when opening the Sports Hall in the morning the table tennis tables have sometimes puddles of water on them, which is not good for the quality of the tables.

It is suggested to investigate what possibilities are available to cover the table tennis tables when they are not being used.

**Agenda Item 15: General Business**

**Mover:** Select Mover      **Second:** Select Second

The club printer is not working properly. Darryl Young volunteers to take the printer to PrinterWizard and get it serviced.

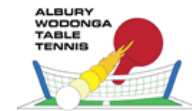
**Agenda Item 16: Date of Next Meeting**

**Mover:** Select Mover      **Second:** Select Second

The date of the next meeting is 15<sup>th</sup> of July 2019.

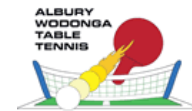
**End of Meeting: 20:20**

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

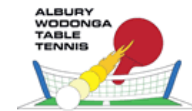


## Attachment 1: AWTTA – Action Items

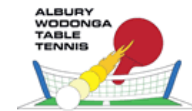
Action Item No	Description	Committee Member	Start Date	Expected End Date	Remarks	Closed (Y/N)
01/18	Lease with Albury City to be extended beyond 2018	Bell, Kerry	10 Dec 18	28 Jan 19	The lease has been extended for 1 year	Yes
02/18	Verify Commercial Club Albury Sponsorship for 2019	Bell, Kerry	Click or tap to enter a date.	Click or tap to enter a date.	Kerry has contacted Commercial Club. The amount asked for is \$6000.00 and received.	Yes
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	-	Calendar up to date	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 18th of May 2019. Leonie O'Haire is coordinating with Coles Wodonga.	Yes
09/18	Painting back walls black	Bell, Kerry	-	27 May 19	Kerry will negotiate with some Keenagers. Is on hold till the outcome of the Federal Grant Application is known. Grant not approved. Cost for painting the back walls has been requested.	Yes
10/18	Investigation of new till with credit card facilities	Bell, Kerry Radley, Ian	10 Dec 18	15 Jul 19	Has been investigated, no proposed changes. Maintain existing till	No
11/18	Security camera to stop money missing	Radley, Ian	10 Dec 18	27 May 19	Still waiting for information.	Yes



Action Item No	Description	Committee Member	Start Date	Expected End Date	Remarks	Closed (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
13/18	Negotiate slight boundary change with Albury City Council to provide space for change rooms (See 18/18)	Bell, Kerry	-	15 Jul 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	-	16 Sep 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. August 2019 the numbers will be reviewed and decision to continue will be made.	No
15/18	Encouraging NSW students to take-up Active Kids Vouchers and use them for Table Tennis	Caldwell, Terry	-	27 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.	No response received from the Federal Sports Funding. Expect that the Grant Application has not been approved.	Yes
17/18	Maintaining information stream website	Caldwell, Terry Ian Radley	03 Dec 18	-	Effort will be put in to get removed additional AWTTA Facebook sites.	No
18/18	Club Extension, including changerooms (See 13/18)	Bell, Kerry	-	15 Jul 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	Manley, Barbara	-	-	Barbara has been sending emails to small businesses, but no response received. Communicate with Rebel Pizza for a better deal.	No



Action Item No	Description	Committee Member	Start Date	Expected End Date	Remarks	Closed (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	15 Jul 19	During the meeting of 28 Jan 19 a few changes have been suggested. It has been decided that this is linked with the development of a Strategic Plan for AWTTA.	No
01/19	Pricing proposal and inventory list for equipment stock	Smeulders, Bas	28 Jan 19	25 Mar 19	See minutes of Committee meeting held on 25 March 2019	Yes
02/19	Fumigation of the Sports Centre (every 2 year)	Bell, Kerry	28 Jan 19	-	Darryl Young has volunteered to fumigate the Sports Centre with off-the-shelf 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. New website is up and running, including the Pennant Competition Details and Ian Radley is the webmaster.	Yes
04/19	Paint rear shed	Bell, Kerry	28 Jan 19	15 Jul 19	Kerry provided a cost estimate of \$80.00 Expect to receive the paint as a donation from Solver Paints Australia	No
05/19	Unity within AWTTA	Manley, Barbara	28 Jan 19	31 Dec 19	Some club members feel friction between the Keenagers and Pennant players. This should be dealt with. Could be achieved by organising internal events/tournaments	No
06/19	Lighting and floor planning	Bell, Kerry	28 Jan 19	15 Jul 19	The lighting has to be moved on the left side of the hall (courts 08 – 14) to be in the same position as the lighting on courts 01 – 07. Also the tables have to be positioned in the centre of each court. Each court has a length of 10.8 metres.	No
07/19	Constitution Paragraph 35	Caldwell, Terry	25 Mar 19	15 Jul 19	Draft proposal for the amended text of Paragraph 35 of the Constitution	No



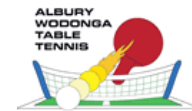
Action Item No	Description	Committee Member	Start Date	Expected End Date	Remarks	Closed (Y/N)
08/19	Committee Structure	Smeulders, Bas	25 Mar 19	15 Jul 19	Provide a draft proposal regarding the structure of the Committee for inclusion to the Constitution. Members provide comments to the provided proposal.	No
09/19	Grand Final Nights Pizza	Radley, Ian	25 Mar 19	15 Jul 19	Investigate new options for food during the Grand Final Nights	No
10/19	Promotion Board	Bell, Kerry	25 Mar 19	15 Jul 19	Investigate to acquire a promotion board like the Netball clubs have. Border Sign Studio will be contacted by Kerry Bell to find out the possibilities	No
11/19	Smaller Table Tennis Table	Manley, Barbara Kerry Bell	25 Mar 19	15 Jul 19	Investigate the possibilities to have a smaller table tennis table to be used by smaller children during promotions of the AWTTA	No
12/19	Arrangements sausage sizzle at Bunnings Warehouse Albury in 2019	Bell, Kerry	25 Mar 19	15 Jul 19	The date for the sausage sizzle at Bunnings Warehouse Albury is set at 16 June 2019	No
13/19	New supplier for Energy	Radley, Ian	27 May 19	15 Jul 19	The electricity costs have been up since the extension of the sports hall and change of lights. A new supplier for Energy could reduce costs.	No
14/19	Raffle	Radley, Ian	27 May 19	30 Nov 19	AWTTA organises a Raffle within the TTV region with first prize donated by Steve Dainton, CEO ITTF.	No
15/19	Development Strategic Plan	Farrell, Bill	27 May 19	31 Dec 19	A Strategic Plan is needed for the club.	No
16/19	Table Tennis Table Covers	Bell, Kerry	27 May 19	15 Jul 19	Some puddles of water are found on the tables when opening the sports hall in the mornings	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





## Attachment 2: 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	Unsuccessful	<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. No response received.
11/18	\$110,000.00	To be Submitted	<ul style="list-style-type: none"> <li>Men and ladies changerooms 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)	<p>Final Submission Date: 18 February 2019, 17:00 AEST</p> <p>AWTTA did not go forward with the submission, due to the lack of a Strategic Plan.</p>
02/19	\$6,000.00	Successful	<ul style="list-style-type: none"> <li>• Annual Sponsorship</li> </ul>	Commercial Club	Received
03/19	\$800.00	Successful	<ul style="list-style-type: none"> <li>• Tournament promotion and Prizes</li> </ul>	Albury City Council	Received
04/19	\$33,000.00	Pending	<ul style="list-style-type: none"> <li>• Provide adequate toilet and shower facilities</li> </ul>	My Community Project 2019	Final Submission Date: 15 May 2019, 14:00 AEST
05/19	\$1,000.00	To be Submitted	<ul style="list-style-type: none"> <li>• Equipment</li> </ul>	Table Tennis Australia	
		Choose an item.	<ul style="list-style-type: none"> <li>•</li> </ul>		

