



AWTTA – Meeting Minutes

Date: 5/6/2020

Location of Meeting: AWTTA Clubhouse

Start of Meeting: 12.45pm

Status: **Approved**

Present: Terry Caldwell (President), Ian Radley (Vice-President), Kerry Bell (Secretary), Rick Woods (Treasurer), Ivan Church, Brett Saggars, John Waters.

Apologies: Cody Luton (difficulty with emails)

Absent: Nil

Agenda Item 1: Approval of Meeting Minutes from previous meeting, 15/4/2020

NB: Committee members should review last minutes from emails or website.

Mover: Woods, Rick **Secunder:** Waters, John

Agenda Item 2: Matters Arising from Previous Meeting

All clear, only Action Items to be considered.

Agenda Item 3: Action Items – See Attachment 1

Mover: Caldwell, Terry **Secunder:** Radley, Ian

Amendments made to attachments as discussed at previous meeting.

- **Item 10/19:** Promotion Boards. IR reported on progress. Nothing further, yet.
- **Item 21/19:** 2020 calendar: Re-open – progress with COVID-19 restrictions discussed. Possible Re-open date – probably mid-July with pennant starting in August, with several Grading Nights in late July. AWTTA social – date TBA. Keenagers Sept 18-19 (TBC). Shopping centre promotions 1/8/20? Yarrowonga Tournaments cancelled. Country Championships survey sent from TTV – maybe Oct 31-Nov 1.
- **Item 24/19:** Working bee? Drainage. Member email.
- **Item 32/19:**
 - Roof and guttering leaks to be fixed. Roofing plumber Steve Muir to be engaged for this work. (Steve had a preliminary look during the meeting).
 - Consider rubber seal on roller door (plumber recommended using roller door specialists – Twin City Roller Doors?) and
 - Improving western drainage (Ian has started digging out the drain and there can be a call for working bee in the next members email).
- **Item 4/20 TTV AGM:** Postponed again. July 11 TBC.
- **Item 12/20 - EPICTT:** Started with Zoom meeting. Workshop later. Need to plan from EPICTT page on TTV website. Registered with Good Sports after meeting. Suggested on-going improvement to aspect of running a club, but acknowledgement that AWTTA is ahead of other clubs with some aspects (e.g. WWC register). We need a meeting mostly dedicated to this or large chunks of several meetings.
- **Item 13/20:** Larry Benton's keys have been returned. Need key number for Dean Bilston.



- **Item 14/20:** Incorrect email in white pages to be corrected. Not done yet. TC will follow-up.
- **Item 15/20:** 2020 Registrations checked by CL & RW. Some updated since last meeting. RW reported that there are 6 or so to follow up. 227 total for 2020.

Grant items – See Attachment 2

- **Grants 11/18:** ACC and shower plans. ACC is now not in favour of changing the boundary on the NE corner.
- **Grants-06/19:** Flooring.
 - Accepted materials quote from Table Tennis World (Paul Pinkewich) after email votes by AWTTA Committee. – deposit paid, in transit.
 - Accepted revised quote from RJS for installation of new flooring, including lifting of old flooring (not sure if this includes removal from site), after email votes by AWTTA Committee.
 - Additional cost – glue (RJS asked to acquire) \$2000?.
 - Probably about \$12,000 to be covered by AWTTA funds as well as the \$78,000 CBPP grant (TC in contact with CBPP). \$50,000 has been transferred. Installed by mid-July?
- **Grants-01/20:** Sought ACC tournament support \$1200. Requested but not finalised yet – approach again once tournaments are happening.

Agenda Item 4: Correspondence – Mail/Email

Emails (shared): Quotes for flooring. 3 for material. 3 for installation.

Emails/Text (shared): Quotes for cleaning. Four received.

Emails (shared): Various Coronavirus updates – TTA, TTV

Emailed invoices: Telstra and Red Energy, forwarded to RW. ACC sent a credit note for 3 months lease fees.

Email: Invoice from JJ Richards (skips) \$0.00, need to alert them when required again.

Email (shared): Wangaratta Racketlon

Agenda Item 5: Treasurer's Report – no update as this is the second meeting for the month

Mover: Church, Ivan **Seconder:** Radley, Ian

Net for May: \$25,127.61 deficit (includes \$20,295.05 deposit on flooring materials and registration fees payments)

Net for year to date: \$4,871.57 deficit

Available cash 31/03/2020: \$52,088.55

Nightly fees are down and Keenager receipts are down compared with 2019. Equipment sales similar to 2019. School Groups receipts down. Electricity costs down and will be down a lot more with closure.

ACC waived lease payments for 3 months.

CBPP grant deposit of \$50,000. \$28,000 on completion.



Agenda Item 6: TC: Cleaning Service

The quote from Delited Cleaning Service (Brian Webb – not called VIP now) has been accepted after email votes by AWTTA Committee. Cleaning to be done on Tuesday afternoons. Brian will supply and charge separately for cleaning chemicals which will be stored at AWTTA in case additional cleaning is required.

Agenda Item 7: IR: To be considered for re-opening.

- A COVID-19 compliance officer. Someone that keeps others up to date; makes sure we have things in place etc. TC and IR will assume this role if no volunteer.
- A sign in sheet for each session, to include day/ date / Session Type, Name and contact number. Pennant players and Keenagers should be covered via the "collection" sheet to know who is present). This will also apply for any visitor within these groups and other groups as needed. School groups to provide a list on arrival.
- All people attending are requested to bring,
 - Hand sanitiser - to be applied prior to going into playing area and on exit of playing area
 - Hand towel - to be used on court, no rubbing hands on table to remove sweat (This should be a permanent action)
 - Change of shoes, so they change into playing shoes once inside the complex
- Hand sanitiser dispensers to be installed at the complex, 1 at entrance, 1 in club room, 1 near playing area, 1 in kitchen? JW: Non-greasy.
- Drink machine/bubbler to be covered until further notice.
- Players to bring their own water.
- Access to kitchen area to be limited, cleaning of area needed at end of session
- Toilets to be cleaned at the end of each session. JW: Glen 20?
- Soap dispensers to be installed in all toilet areas. Remove "hand soap".
- Doubles not to played at this stage.
- Social distancing to be maintained. Set up chairs appropriately.
- No shaking hands at end of match, a nod or some such to be used
- Restriction of number of people at complex as per current allowances.
- TC: No sharing of equipment. School groups will need bats cleaned prior to session and students will have to retain the same bat for the session.
- TC: Swap balls between matches and clean before use.
- TC: NSW Govt provides guidelines with a working document as different activities are permitted: <https://www.nsw.gov.au/covid-19/industry-guidelines>

Agenda Item 8: IR: Care for new flooring

- A metal "grid" out the front for people to wipe shoes clean
- As currently, that ALL people have flat bottom non-marking shoes only to enter the playing area
- Players to have a change of shoes for going to playing area (to help assist keeping it clean and free from mud/ stones etc
- A good quality mat to be place just before entering the playing area so people can / will wipe their feet before entering the area.
- No food or drinks in playing area. Water in a secure topped bottle allowed (as currently in place)
- Cleaning pattern / requirements to be determined and put in place, in conjunction with Delited/ VIP cleaning .
- IR will check with the supplier re recommended cleaning requirements.
- <https://moldova24.net/how-to-clean-vinyl-sports-floors-10-tricks-you-need-to-know/>



Agenda Item 9: TC: Community Building Partnership Program 2020 grants

Solar Energy? Showers (ACC input)? Insulation? Heating?

ACC seems to be encouraging AWTTA towards another extension with showers/change rooms rather than spend some now and then again with an extension project. ACC is moved away from the idea of a boundary change for changerooms on the NE corner.

Two local 2019 CBPP grants were awarded for solar energy at other clubs.

The applications close on June 12 and considering that we have had a good result with the flooring upgrade grant with the 2019 application and that other clubs will be very desperate for grants in the next year, we should wait for a year.

Agenda Item 10: TC: Wangaratta Racketlon and other member email items

Invitation for AWTTA members to participate in Wangaratta Racketlon. Teams of 3. Points from Tennis, Squash, Badminton and Table Tennis.

Agenda Item 11: General Business

Nil

Agenda Item 12: Date of Next Meeting(s): 11.00am Wednesday 8/7/20 at AWTTA clubhouse.

End of Meeting/Adjournment: 1.55pm

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