



## AWTTA – Meeting Minutes

Date: October 12 2020

**Location of Meeting:** AWTTA Clubhouse

**Start of Meeting:** 12.30pm

**Status:** **Approved**

**Present:** Terry Caldwell (President), Ian Radley (Vice-President), Rick Woods (Treasurer), Ivan Church, Cody Luton, Brett Sagggers (for 30 minutes), John Waters.

**Apologies:**

**Absent:** Kerry Bell (Secretary)

### Agenda Item 1: Approval of Meeting Minutes from previous meeting, 5/6/2020

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

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

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

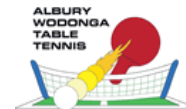
All clear, only Action Items to be considered.

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

**Mover:** Church, Ivan    **Seconder:** Sagggers, Brett

Amendments made to attachments as discussed at previous meeting.

- **Item 10/19:** Promotion Boards. IR reported on progress. Nearly there.
- **Item 21/19:** 2020 calendar: Pennant missed Winter season and commenced a shortened Spring season on October 5 and will end in December. School sessions have re-started – OK with School Sports Unit. AWTTA social date TBA. Keenagers Event, AW Juniors, AW Seniors and AW Veterans cancelled for 2020. Shopping centre promotions deferred to 2021.
- **Item 24/19:** Working bee done. Drainage. Paul Geering put in some pipe.
- **Item 32/19:** Roof Plumbing done. Roller Door seal done (Some modifications to locking and metal weather seal). Western drain done (Paul Geering has approached ACC re proper drainage outside fence.) TC also put two metal grates at the front gate where rain was causing a muddy puddle.
- **Item 4/20 TTV AGM:** TC attended Zoom meeting on July 11. Also attended Zoom meeting re Special Resolutions on June 27. TC voted as per committee input via emails. None of the Special Resolutions achieved the required 75% approval. Daniel Maloney (BDTTA) was elected as Deputy Chair. Leanne Conrad voted as Director.
- **Item 12/20 – EPIC.TT or Enhancement Program in Clubs for Table Tennis ([www.tabletennisvic.org.au/epictt/epictt-accred/](http://www.tabletennisvic.org.au/epictt/epictt-accred/)):**  
We need to go through the components below and completion of each to be noted by TTV and acquire a “badge”. Levels of accreditation are Bronze (5 badges); Silver (10); Gold (15) and Platinum (20). Some components are already implemented and just need to notify TTV with evidence.  
Components:
  - Working with Children (WWCC)✓ - recorded by TTV;



- Child Safe Officer (CSO)✓ - recorded by TTV;
- Child Safe policy (CSP) should have this prior to Spinnereroos sessions;
- Member Protection Policy (MPP);
- Fair Play Code (FPC);
- Inclusive Club Statement (ICS);
- Hot Weather Guidelines (HWG);
- Member Protection Information Officer (MPIO);
- First Aid Officer (FAO);
- Child Safe Mandatory Reporting (CSMR);
- Incident Reporting (IR);
- Tournament Directors Courses (TD);
- RC Pennant Submitter Course (RCPS);
- Coaching Courses (CC);
- Umpire & Referee Courses (URC);
- Governance Training (GOV) [*Committee Governance Training; Constitutions; Annual Reports; Meetings Procedures – General and AGM; Committee Roles*];
- Affiliation Requirements (AR);
- TTV Membership Database (MD);
- Club Health Checks (CHC);
- Club RevSport Website & Training (RSW).

AWTTA has Good Sports Accreditation since the EPIC.TT Zoom Meeting.

- **Item 13/20:** Need key number for Dean Bilston.
- **Item 14/20:** Email address in white pages now correct.
- **Item 16/20:** Spinnereroos. AWTTA has registered for \$250 and paid \$25 for each coach (the \$250 registration includes two coaches). Also, coach t-shirts are \$32. Spinnereroos provides equipment and course-work. A short coaching course is done on-line. Jay Blanes, Max Geering, Levi Geering, Cody Luton and Julie McKenzie-McHarg have shown interest in being Spinnereroos leaders and have done the course as well as TC. Possibly Geert Mensinga will too. Spinnereroos is to be used instead of TOPS for lower Primary student (aged 10 and under). Could be good income for AWTTA and some for younger members who lead groups out of school hours, possibly during school holidays. Typical charge for a child to complete 8 x 1hr sessions is \$120, with \$80 to TTA for Spinnereroos Kit (may be seen as too expensive and a successful Active Kids grant might be able to subsidise the first 50 participants). There was some promotion of a Spinnereroos holiday program for just NSW resident, but no takers.
- **Item 18/20: Resumption** IR & TC have assumed associate COVID Compliance Officer roles. A COVID Safety Plan has been completed using the NSW Office of Sport template from <https://www.nsw.gov.au/covid-19/industry-guidelines>. An AWTTA Return to Play Principles document (incorporates list from previous minutes) bookings system and notices are in use. Cleaning products have been purchased. Not able to claim \$1000 Recovery Grant through NSW Office of Sport as we are affiliated in Victoria. Not able to claim SRV Survival funding as AWTTA is located in NSW. Now affiliated with TTNSW, with one social member paid up, to be on NSW Office of Sport list
- **Item 19/20: Care for new flooring.** TC put two metal grates at the front gate where rain was causing a muddy puddle. Three large mats have been purchased. IR discussed cleaning with Brian Webb. Session leaders need to be watchful re shoes, food and drink. An early Wednesday Evening group of Come & Try caused several scuff marks and these have been very difficult to remove with TC and Brian Webb trying various ways to remove them withing warranty expectations.



- **Item 20/20: Wangaratta Racketlon.** ~~September 13, 9am-4pm.~~ Teams of three (must include one female – awkward with low number of females in AWTTA Pennant). Chase interest after resumption. Maybe 2021

#### **Grant items – See Attachment 2**

- **Grants-06/19:** Flooring. Completed. \$28,000 balance of \$78,000 grant to be received now that completion and acquittal report has been submitted. Total cost: Flooring materials and Freight (\$40,584.10) + WFW laying (\$49,350) + WFW Glue (\$3,120) + Crane (\$200) = \$93,254.10. Total covered by AWTTA: \$15,254.10. Also, some (about \$400) spent on trim along eastern and western edges, installed by members (Colin Parker and Graham MacDonald)
- **Grants-01/20:** Sought ACC tournament support \$1200. Requested but not finalised yet. TC to remind ACC (Ros Walls) again once tournaments are happening in 2021.

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

Emails: Various Coronavirus updates – TTA, TTV

Emailed invoices forwarded to RW: Telstra, JJ Richards, Steve Muir (Roof Plumber), Twin City Roller Doors (seal), TTA-Spinneroos; WFW-flooring; TTW-Flooring; Pickles-Flooring. Keypad for security – within one of Telstra invoices.

Email (6/10/2020): Request for \$2,000 sponsorship from CC (reduced from \$6,000 due to COVID-19 affecting CC turnover) (Grant 14/20)

Invoices submitted to RW for cleaning products and metal grates purchased by TC & IR.

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

**Mover:** Radley, Ian    **Secunder:** Luton, Cody

Net for September \$8,234.97 surplus

Net for year to date: \$64,216.19 deficit

*(Net Assets decreased by \$16,957.79 from 2019-2020 to 2020-2021, but \$28,000 to be received for Flooring grant)*

Available cash 30/09/2020: \$35,464.67

Nightly fees are down and Keenager receipts are down compared with 2019. Equipment sales down on 2019. School Groups receipts down. Electricity costs down. Also, no tournament in 2020.

Income from Schools sessions will be down as JFHS booked other sports for Term 3. Maybe unanswered calls on club phone should be forwarded to a mobile.

Received \$6287.50 refund of registration fees – apply to 2021 fees.

CBPP grant balance of \$28,000 to come now that completion and acquittal report has been submitted.

Red Energy and JJ Richards changed to automatic debiting.

Telstra: On-line requests for Direct Debit were not effective, TC organising letter on letterhead with Kerry's signature re changing name of Administrator from Kerry Bell to Terry Caldwell.

**Agenda Item 6: TC: Personnel required for activities where KB was involved**

- Keenagers Co-ordinator: John Zinkovsky, who was already looking after Keenagers finances, has taken on the role.
- Canteen supplies liaison/ordering. TC. CL to indicate requirements for school tournaments.
- Equipment ordering. Bas Smeulders is looking after all orders, generally with CL sending details to Bas.

**Agenda Item 7: TC: Old flooring - spare.**

- Small lengths available. Sell or give away? RW suggested using some under umpire chairs. IR will probably sell some.

**Agenda Item 8: TC: TTV partial refund of 2020 registration fees**

- Motion (by email in September): That the partial refund of the 2020 registration fees be applied as a reduction of the fees payable for 2021 registration for those who are renewing registration in 2021 and that a refund be paid to those who do not renew their registration in 2021. Moved: Rick Woods. Seconded: Terry Caldwell. Passed via email votes.

**Agenda Item 9: TC: Applied for TTA equipment grant for \$2000 towards \$4000 spend**

- Proposed purchase of four tables from TT World. Sell old ones to members? Application submitted but denied. (Grant 16/20)

**Agenda Item 10: TC: Grant Applications submitted – as per committee emails**

- Grant 8/20: ASF-Active Kids: Focus on juniors and Spinneroos. \$4300
- Grant 9/20: NSW Local Sport – Sport Development: Focus on coaching \$2000
  - ACC supplied letter of consent as land-owner to NSW Office of Sport for each NSW Local Sport Grants Program submission.
  - The president's single social member TTNSW affiliation ensures that AWTTA is eligible for NSW Office of Sport grant submissions.
- Grant 10/20: NSW Local Sport – Community Sport Events: Focus on Tournament Admin \$5000
- Grant 11/20: NSW Local Sport – Sport Access: Support promising junior players. \$5000
- Grant 12/20: NSW Local Sport – Sport Facility Development: Focus on painting clubhouse. \$10000 (Quote of \$10,720 for exterior painting from Baranduda Painting for submission and two other quotes if submission is successful). Indicated that volunteers would do some interior painting. Further quotes if submission successful.
- Grant 13/20: Albury City Council – infrastructure: Focus on new tables. \$4150 (50% of tables – based on cost of four wheelchair suitable tables – would more than cover six standard tables). NB: AWTTA has 12 Xiom-T5 tables and these had ITTF approval only until December 2016. Further discussions re tables if submission successful. Also, additional quotes as well as TTW. Submission indicates AWTTA to spend \$3,665 and provide \$480 worth of voluntary labour. Sell old ones to offset our 50%.
- Grant 15/20: Centre for Volunteering. \$4300. Focus on supporting volunteer coaches, co-ordinators and grounds person.

**Agenda Item 11:TC: Keenagers redoubles and morning tea.**



TTV CEO made it clear that he expected AWTTA to adhere the TTV Return to Play Principle of “no doubles” whilst social distancing is still required.

Currently the kitchen is off-limits. Some organisations have included morning tea with rules that include a server of drinks and food rather than people go to kitchen and make their own, with pre-package biscuits being acceptable. AWTTA may need to consider more people getting food handling qualifications. TC to report back after another meeting re same issue.

#### **Agenda Item 12:TC: TTV calling for Country Championships EOI 2022-2024**

Plan to rotate venues each 3 years.

3000m<sup>2</sup> required for 55 courts (min 10mx5m).

Seating capacity? Adequate toilets/change rooms for 300+ players.

EOI due by 31/3/2021.

AWTTA venue is just over 1000m<sup>2</sup> and would need more toilets and change rooms. No EOI to be submitted by AWTTA.

#### **Agenda Item 13:TC: Planning for AWTTA 2020 AGM**

On calendar:

- AGM & BBQ on Friday 4/12/20. BBQ may not be permitted this year.
- Nominations for Committee due on 20/11/2020.

Keep dates as per calendar?

Call for nominations at least two weeks prior to due date? Distribute nomination forms by 6/11/2020.

TC to prepare and distribute nomination sheets by email as well as available on website and hard copies in office?

Probably no food.

President/Committee prepare voting form by Monday November 23, 2020.

Notice of AGM: required 14 days prior (except 21 days if special resolution)

AGM Reports: Pennant, President and Treasurer?

#### **Agenda Item 14:TC: Proposed changes to By-Laws**

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

Align AWTTA membership structure with TTV.

Co-ordinators exempted from paying membership fees while active in co-ordinator role. (i.e. AWTTA pays TTV on behalf of co-ordinators)

#### **Agenda Item 15:IR: possible changes to scoring system**

TTV joined with Rev Sport. AWTTA will use this scoring from 2021.

#### **Agenda Item 16:IR: Possible Website changes and keeping domain name**

Retain awtta.org.au domain and work out how to use both in conjunction.



**Agenda Item 17:IR: Pennant Season and Numbers**

Shortened Spring season Oct 5 – Dec 7, started after Wodonga residents permitted to cross for sport. 75 players participating. 94 players registered for 2020. Two-person teams for Div 1 & 3 and three-person teams for Div 2 & 4. No doubles, No finals, just top team. No club championships.

**Agenda Item 18:JW: Communication re restrictions**

TC has phoned people without emails and helped with bookings.

**Agenda Item 19:JW: Keenagers event date**

AWTTA Keenagers interclub event – 26-27 March 2021 (TBC – check against TTV 2021 calendar when available)

**Agenda Item 20:JW: Bunnings Sausage Sizzle resumed**

Already on waiting list.

**Agenda Item 21:JW: Equipment suggestions for grants**

No further suggestions at this stage.

**Agenda Item 22:General Business**

None

**Agenda Item 23: Date of Next Meeting(s): November 16, 12.30pm**

**End of Meeting/Adjournment: 1.47pm**

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