

**AWTTA – Meeting Minutes****Date: 16 April 2021****Location of Meeting:** AWTTA Clubhouse**Start of Meeting:** 5.00pm**Status:** **Approved****Present:** Terry Caldwell (President), Ian Radley (Vice-President), Rick Woods (Treasurer), Janet Dennis (Secretary), Cody Luton, Brett Marsh, Adrian Rix, Ashley Wurtz**Apologies:** Ivan Church**Absent:** Nil**Agenda Item 1: Approval of Minutes from Meeting held on 05/03/2021****Mover:** Ian Radley **Seconded:** Rick Woods *Accepted***Agenda Item 2: Matters Arising from Previous Meeting**

Nil, only Action and Grant Items to be considered.

Agenda Item 3: Action and Grant Items**a. Action items**

- **Item 10/19: Promotion Board** – To be installed.
- **Item 12/20: EPIC.TT or Enhancement Program in Clubs for Table Tennis** (www.tabletennisvic.org.au/epictt/epictt-accred/):

Following components to be completed and TTV notified with evidence so can acquire a “badge”. Levels of accreditation are Bronze (5 badges); Silver (10); Gold (15) and Platinum (20).

Components	Details	Status
Working with Children Check (WCC)	Cody Luton to coordinate	Badge
Child Safe Officer (CSO)	Cody Luton	Badge
Inclusive Club Statement (ICS)	Completed	Badge
Hot Weather Guidelines (HWG)	Completed	Badge
Incident and Injury Reporting (IR)	Completed	Badge
Affiliation Requirements (AR)	Completed	Badge
TTV Membership Database (MD)	Completed	Badge
Club RevSport Website & Training (RSW)	Completed	Badge
Child Safe Policy (CSP)	Cody Luton to review	
Member Protection Information Officer (MPIO)	Stuart Davidson and Ashley Wurtz - currently completing required training	
First Aid Officer (FAO)	Dr Russell Auwardt - TTV to be notified.	
Child Safe Mandatory Reporting (CSMR)		
Member Protection Policy (MPP)		
Fair Play Code (FPC)		
Tournament Directors Courses (TD)		
RC Pennant Submitter Course (RCPS)		
Coaching Courses (CC)		
Umpire & Referee Courses (URC)		
Governance Training (GOV)		
Club Health Checks (CHC)		

- **Item 29/20: Club Shirts.** Ian Radley advised that he has contacted an alternative supplier and will now request samples of shirt being considered.
- **Annual-01: Honour Boards updated.** Ian Radley to follow up missing information with Border Sign Studios.
- **Annual-03: Annual contact with Sponsors.** Ian Radley recently secured sponsorship from the following businesses: Delited Cleaning Services, Lavington Auto Electrical and Daintree Dental. Other sponsors include the Commercial Club, Albury City, Table Tennis World and Border Sign Studio.



Ian Radley reported that he had also contacted Helloworld but unfortunately due to COVID they are not in a financial position to contribute to sponsorship at the moment. Suggested that banner with sponsor logos be used on Club documents, emails, etc. Details of sponsors to also be included on the website and displayed in the Clubroom. Teams will be named after sponsors. A certificate will also be provided to sponsors to acknowledge their support.

Motion: That Helloworld be retained as a sponsor for 12 months to help support them as they rebuild their travel business during COVID restrictions.

Mover: Ian Radley **Seconded:** Brett Marsh *Accepted*

- **Annual-04: WWC – Committee** –Adrian Rix advise that he is still finalising this.
- **Item 01/21: Safety Equipment and Exits signs** – two additional Exit signs have been installed. Completed.
- **Item 03/21: Child Safe Policy** – Held over until next meeting.
- **Item 04/21: First Aid Training** – see Agenda Item 9.

b. Grant items

- **Grants-01/20:** Held over as no tournaments in 2020. Terry Caldwell submitted Event Partnership Request to ACC on 4/3/21 for \$1200. Notified that we have been awarded \$1000 for the four events nominated in application. Funds still to be received.
- **Grants-09/20:** Coaching - NSW Local Sport- no response received to date.
- **Grants-10/20:** Tournament Admin – NSW Local Sport – no response received to date.
- **Grants-11/20:** Support promising junior players – NSW Local Sport – Notified by Justin Clancy, MP that we have been awarded \$5000. Funds still to be received.
- **Grants-12/20:** Clubhouse painting – NSW Local Sport – no response received to date.
- **Grants-13/20:** Wheelchair friendly tables – ACC Infrastructure – invoice has been paid. Terry Caldwell has completed acquittal and representatives from ACC have visited the Club to inspect the tables. Funds are still to be received.
- **Grants-17/20:** Schools Equipment and Coaching – ACC Community & Cultural Grant Program- response due July 2021.
- **Grants-18/20:** Cross Border Sport Fund re: COVID-19 – NSW Office of Sport – Notified that we have been awarded \$1000. Acceptance has been completed and invoice issued. Funds are still to be received.
- **Grants-19/20:** Albury City Community Energy Fund – installation of solar power – response due July 2021

Agenda Item 4: Correspondence – Email/Mail

Received from	Details
Aaron Tuckfield, TTA	Introduction as new Senior Manager - National Participation and Development Program 2021 National Hopes Week & Challenge links to live streaming
Albury City Council	Grant application tips link
Albury Wodonga Grants Hub	Her Sport Her Way Grant Program information
Carli Spence, La Trobe Student Assoc	EOI in using facilities for student social games
Claire Montgomery, TTV	Links to updated 2021 Certificates of Currency Reminder Country Championships tender process 2022-2024 Stakeholder Update re changes to Victorian COVID restrictions Sport and Recreation Victoria Grants 2021 Country and Metro Championships information 2020 TTV AGM - Final Notice and related documents
Egon Loh, Table Tennis Australia	2021 National Membership and Participation Census Quarter 1



Received from	Details
JJs Waste & Recycling	March 2021 Invoice - 3 collections
Justin Clancy, MP	Notification that application for Sport Access - Assisting Juniors project was successful
NSW Office of Sport	Sports Shorts and On the Ball March 2021 Newsletters
NSW Office of Sport - Grants Unit	Notification that application for COVID-19 Cross Border Sport Fund was successful
NSW Office of the Children's Guardian	Bulletin for newly registered child-related organisations
Rodney Keen Electrical	Quote for supply/install 2 LED Exit Signs
Ros Walls, Albury City Council	Notification that sponsorship of \$1000 approved for 2021 tournaments
SmartyGrants	Confirmation of submission of Acquittal
Table Tennis Victoria	Invoice for TTV Memberships
Telstra	Online Bill notification – March and April
Sent to	Details
AlburyCity Grants	Acquittal form for Table Tennis Tables replacement grant
Carli Spence, La Trobe Student Assoc	Response to EOI with details of cost, dates, etc.
Christine Thomas, Masprint	Options for shirts - Aussie Pacific
Daintree Dental	Invoice for sponsorship and sign
Delited Cleaning Service	Invoice for sponsorship and sign
Lavington Auto Electrical	Invoice for sponsorship
NSW Office of Sport - Grants Unit	Acceptance of COVID-19 Cross Border Sport Fund grant

Mover: Ian Radley **Seconder:** Adrian Rix *Accepted*

Agenda Item 5: Treasurer's Report.

Net deficit for month of March 2021 \$15,219.58 Dr
 Net position as at 31 March 2021 \$64,240.63 Cr

Noted that revenue from Pennant play, Schools/Groups and Keenagers was down compared to this time last year.

Paid annual loan instalment of \$6,500.00 to Albury City which leaves a balance of \$45,500.00. Payment of \$8,890.00 made to Table Tennis World for four new player tables.

Mover: Cody Luton **Seconder:** Ashley Wurtz *Accepted*

Agenda Item 6: Upcoming activities (TC)

- TTV/SSV Primary School Cup (Hume) on April 27
No further information has been received. Will need assistance on day if proceeds.
- Culcairn Primary School in Term 3
May involve 3 or 4 sessions at the Club and then possible visit to school. Details still to be finalised.
- ADF possibility
TTA have contacted Terry Caldwell about possibility of conducting activity for children of ADF personnel. Proposed that this be progressed during Term 3.
- Life Activities Group on June 4
Social play in evening with catering provided by Kerry Bell.

**Agenda Item 7: CBPP grant applications (TC)**

Community Building Partnership Program grant applications are open from May 4 until June 12. Club had previously received funding for the flooring from this program. Terry Caldwell advised that he has contacted Shed Boss to seek their assistance. It was also noted that the problem with sewerage access still needs to be addressed. Proposed that the focus for this application should be on showers and changeroom facilities only, with additional tables to be part of a separate application at a later stage. Discussion was held about options, including the use of Tables 13 and 14 area for toilets/showers and reconfigure existing toilets given proximity to existing plumbing. To be progressed by the working group: Brett Marsh, Terry Caldwell, Geoff Prior and Jason Boyd.

Agenda Item 8: Spending grant funds (TC)

Discussion was held about options for optimising the grant received for supporting juniors. Pennant Coordinators to identify juniors who may be targeted to participate in coaching day/s with Sam Palmer. Noted that attendance at tournaments was also included in grant application. Brett Marsh offered to prepare a plan/budget. Terry Caldwell to circulate copy of grant submission to ensure funding is used appropriately.

Agenda Item 9: Supporting First Aid training (TC)

Terry Caldwell to provide a copy of his first aid certificate. Advised that a few Keenagers have indicated they are willing to attend a First Aid course if funded by the Club. Suggested that this would be beneficial to ensure each session was covered. Noted that Pennant divisions currently have people willing to assist with this. It was also considered appropriate that Cody Luton complete a First Aid course given his involvement with pennant and schools/groups.

Motion: That three Keenagers, and Cody Luton, be supported to attend First Aid Training.

Mover: Terry Caldwell **Secunder:** Brett Marsh *Accepted*

Agenda Item 10: Grading night / Pennant numbers for Winter Season (IR)

Reported that there had been considerable interest on social media but attendance at the Grading Night was disappointing. Gained 10 new players for the Winter Season. Teams are currently being finalised with 9 in Division 1, 11 in Division 2, 7 in Division 3 and 8 in Division 4.

Agenda Item 11: Country Week (AR/IR)

Interest has been expressed by previous players currently attending University. Guidelines to be checked to ensure eligibility. Adrian to seek expressions of interest from pennant players over coming weeks as entries close at the end of April.

Agenda Item 12: Country Week Grading and TTV AGM on May 15 (AR/TC)

Cody Luton indicated he will be available to attend the Country Week Grading and AGM in Melbourne on May 15. Adrian Rix to confirm his availability. Terry Caldwell sought feedback from members on matters to be raised at the AGM and will complete the voting papers by 13 May.

Motion: That Cody Luton be nominated as the AWTTA representative at the TTV AGM.

Mover: Terry Caldwell **Secunder:** Brett Marsh *Accepted*

Agenda Item 13: Sponsors and use of sponsorship funds (IR)

Discussion was held about how sponsorship funds are to be used. Ian Radley proposed that sponsorship funds received from regular sponsors be used to purchase new tables. It was noted that funds from major sponsors such as the Commercial Club and Albury City were allocated as appropriate.



Motion: That Sponsorship funds received from regular sponsors be used to purchase new tables.

Mover: Ian Radley **Seconded:** Rick Woods *Accepted*

Agenda Item 14: Progress towards EPIC badges

- Child Safe Policy (CL)
Held over until next meeting.
- Member Protection Information Officer (MPIO)
Ashley Wurtz reported that he and Stuart Davidson would be attending an MPIO course on 13 May.

Agenda Item 15: General Business:

- TOPS Coaching – Terry Caldwell advised that he has applied for reaccreditation but he was not sure of the status of any other members. Cody Luton indicated that he is still to complete this. Agreed that the reaccreditation fee of \$30 per person will be paid by the Club.

Agenda Item 16: Date of Next Meeting: Friday 28 May 2021

End of Meeting/Adjournment: 6.25pm

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