

**AWTTA – Meeting Minutes****Date: 3 June 2022****Location of Meeting:** AWTTA Clubhouse**Start of Meeting:** 5.30pm**Status:** **Approved****Present:** Terry Caldwell (President), Ian Radley (Vice-President), Rick Woods (Treasurer), Janet Dennis (Secretary), Jason Boyd, Brett Marsh, Adrian Rix, Ashley Wurtz**Apologies:** Nil**Absent:** Nil**Agenda Item 1: Approval of Minutes from Meeting held on 29/04/2022.****Mover:** Rick Woods **Seconder:** Jason Boyd **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 12/20: EPIC.TT or Enhancement Program in Clubs for Table Tennis**

Components	Details	Status
Child Safe Officer (CSO)	Brett Marsh to replace Cody Luton	TBC
Child Safe Policy (CSP)	<i>To be reviewed</i>	
Fair Play Code (FPC)		
Tournament Directors Courses (TD)	<i>Not available at this stage</i>	
RC Pennant Submitter Course (RCPS)	<i>Not available at this stage</i>	
Coaching Courses (CC)		
Umpire & Referee Courses (URC)	<i>Course planned November 2022</i>	
Governance Training (GOV)	<i>Visit by TTV planned for August</i>	
Club Health Checks (CHC)	<i>Not available at this stage</i>	

- Item 03/21: Child Safe Policy** – Brett Marsh volunteered to undertake the role of Child Safe Officer for the Club and finalise policy and requirements.
- Item 25/21: North-East Weekend Shields** – Terry Caldwell to arrange for shields to be updated with information available. August/September suggested as possible date for this event to be held in 2022 and may include other Clubs such as Wangaratta and Wagga Wagga.
- Item 04/22: Association Level Umpires Course** – postponed until November prior to the Veterans Tournament.
- Item 08/22: Budget Direct Sponsorship application for table** – Brett Marsh to progress.
- Item 11/22: Sale of four used tables** – Ian Radley advised that the four new tables were due to be delivered within the next two weeks. Expressions of interest for purchase of used tables to be sought (offers above \$250). Will need assistance to set up tables when they arrive.
- Item 12/22: Victorian Country Championships teams** – 5 teams and 1 player (composite) have been registered. Invoice to be paid. Adrian Rix has forwarded information to players about arrangements for the weekend. Completed
- Item 14/22: Social Night (and raffle)** – to be held on Thursday 16 June. Ian Radley reported that raffle is slowly progressing. Low numbers at this stage.
- Item 15/22: Sunday social session roster and running sheet for duty person** – Jason Boyd to progress with Geoff Prior when he returns.

b. Grant items

- Grants-11/20: Support promising junior players** – NSW Local Sport. Claims to be finalised and acquittal submitted by end of June.



- **Grants-17/20: Schools Equipment and Coaching** – ACC Community & Cultural Grant Program. Terry Caldwell submitted acquittal on 28/05/2022. Completed
- **Grants-05/21: Square Register Kit and Laptop** – NSW Local Sport (Sport Access). Still waiting on advice of outcome – received email advising that announcement of this funding has been delayed and unable to provide exact date at this stage.
- **Grants-07/21: COVID-19 Recovery re fixed costs** – NSW Office of Sport COVID-19 Cross Border Sport Fund 2021/22. Application resubmitted and subsequently approved. Invoice submitted to claim funding.
- **Grants-08/21: Table Tennis table** – Budget Direct Sponsorship Fund – application to be submitted by Brett Marsh in next round.
- **Grants-01/22: Tournament promotion** – ACC Event Partnership Program – still waiting on advice of outcome.
- **Grants-02/22: Concept Plan for new Clubhouse** – ACC Community Fund – application considered at Council Meeting on 26 April 2022 and to be ratified as part of adoption of 2022/2033 budget allocations at Council Meeting scheduled for 27 June 2022.

Agenda Item 4: Correspondence – Email/Mail

Refer Appendix A

Mover: Jason Boyd **Seconder:** Ashley Wurtz *Accepted*

Agenda Item 5: Treasurer's Report

Net deficit for month of May 2022	\$1.37 Dr
Net position as at 30 May 2022	\$109,409.96 Cr

Noted that there was no report for the month of April.

Player registrations continue to be received and funds are remitted to TTV upon receipt of their invoice.

\$1,800.00 has been received in sponsorship and signage and invoices for renewals will be sent in the next month.

Profit and Loss reports for Junior and Senior Tournaments held last weekend are still to be finalised.

Mover: Ashley Wurtz **Seconder:** Brett Marsh *Accepted*

Agenda Item 6: Review of recent activities

- Walbundrie Small Schools Group – Friday 29/4, 6/5, 13/5, 20/5
Positive feedback received from schools involved. Thanks extended to the 12 members who assisted with these sessions.

Lavington East Primary School have also expressed interest in having sessions at the Club.

- Lions Club Social Event – Wednesday 25 May
29 people attended this event which included a meal and social play. Thanks were extended to Kerry Bell and assistants in the kitchen. Some participants expressed interest in joining the Keenagers session on the Queen's Birthday holiday.
- Open Tournaments – Junior 28 May and Senior 29 May
Local players were successful and full details of results have been provided in the President's email sent to all members. Noted that Claire Montgomery and Greg Bristowe ran



the events for these tournaments on behalf of our Club and their efforts are appreciated. Timing of these two tournaments in the future to be reviewed with TTV.

Motion: That a letter of thanks be sent to Claire Montgomery and Greg Bristowe.

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

- CUBS Activity – Wednesday 1 June
Over 20 children from the 2nd Albury Cubs group attended for a one hour session. Thanks were extended to the six members who assisted on the night.
- Coaching with Sam Palmer – Saturday 12 May and 4 June
Sessions were held on Saturday 12 May. Next session is planned for Saturday 4 June.

Agenda Item 7: Upcoming activities

- Victorian Country Championships – June 11 to 13
Five AWTTA teams have been registered, with one member also playing in a composite team. Adrian Rix has forwarded information to players about arrangements for the weekend. Noted that TTV will be providing an opportunity for group photos to be taken on the first day.
- Bunnings Community Network Event – Tuesday 14 June
Terry Caldwell has sent an apology for this event.
- Social Night / Raffle – Thursday 16 June
Ian Radley reported that the raffle is slowly progressing. Numbers are low at this stage – if insufficient numbers received the activity will be cancelled. Members to bring a plate to share. Terry Caldwell to include reminder in his email to all members.
- Christmas in July – Friday 22 July
Terry Caldwell advised that all members are welcome to attend this activity which will be held at the conclusion of the Keenagers session on that day. Kerry Bell is coordinating the catering.
- 2022 TTV/SSV Primary School Cup – Tuesday 2 August
Ian Radley indicated that he has emailed TTV seeking further information about this activity. Will also contact the organiser closer to the time.

Agenda Item 8: Matters from the President

- TTV Affiliate Forum – Pre-Session Survey
Terry Caldwell completed the survey online during the meeting, seeking comments from members in response to each question.
- Working bee
Working bee to be organised to clear storm drain and guttering around Clubroom. Volunteer required?
- Gift Vouchers
Kerry Bell was presented with gift vouchers in acknowledgement of his work in catering for various functions on behalf of the Club.
- Catering items
Wine glasses have been purchased for use at functions. Other basic supplies have also been purchased for use in the kitchen and BBQs.



- Supplier at AWTTA Veterans Tournament
Table Tennis World to be invited to have a stand at the upcoming Veterans Tournament. If not interested then Affordable Table Tennis to be approached. Ian Radley volunteered to follow this up.

Agenda Item 9: Pennant Update

- Sponsorship update
Ian Radley reported that 777 Automotive, Daintree Family Dental Clinic, Delited Cleaning Services and Lavington Auto Electrical have all renewed their sponsorship for the next financial year. Table Tennis World have been approached about a possible sponsorship arrangement. A new sponsor, Arnold's Fruit Market has also been finalised.

Ian Radley indicated that he was currently following up with Lester & Son and will also contact Kobi Energy Solutions about maintenance of the solar system as part of their sponsorship arrangement. HelloWorld are to be reviewed at the end of the year.

- Table sales to schools
Two schools have recently purchased four table tennis packages, which included tables, bats, nets and balls. Other schools have expressed interest and Ian Radley is currently liaising with them about their requirements.
- New seats for Office
As a result of feedback received after the recent tournaments, it was suggested that swivel backed stools be purchased to replace the existing stools in the office.

Motion: That Ian Radley purchase two swivel backed stools for the office.

Mover: Terry Caldwell **Seconded:** Jason Boyd **Accepted**

- Tournament Coordinator/Liaison role
Discussion was held about the need for a more coordinated approach between TTV and the Club when organising tournaments. Adrian Rix volunteered to assist Terry Caldwell in preparation for the upcoming Veterans Tournament to be held in November.
- Player issue
Ian Radley advised that he had received complaints from players about an individual member. Situation to be monitored at this stage.

Agenda Item 10: Other General Business

- Roles and Responsible Person record updated
Circulated prior to meeting.
- Other matters
Promotion – Geoff Prior was acknowledged for his work in raising the profile of the Club through recent publicity on Facebook, radio and television.

Date of Next Meeting: Friday 22 July 2022

End of Meeting: 7.15pm

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

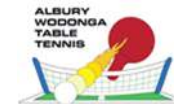


APPENDIX A: Correspondence

Date received	Received from	Details
29/04/2022	Yvonne Holt, Lavington Lions Club	Confirming intention to proceed with social event on May 25 - numbers to be confirmed
1/05/2022	Sam Palmer	Advised Victorian WWCC application successful and NSW WWCC in progress
2/05/2022	Susie Geering	Thanks for support of training sessions and acknowledgement of conditions
2/05/2022	Egon Loh, Table Tennis Australia Ltd	2022 TTA Q1 National Participation & Membership Census - Summary
2/05/2022	Claire Montgomery, TTV	TTVUL Officials for May Tournaments
3/05/2022	JJ's Waste & Recycling	April invoice - 2 collections of 2 bins
5/05/2022	Table Tennis Victoria	Receipt for additional memberships
5/05/2022	Hannah Dehlyia, Scouts NSW - Leader	Request for booking on June 1 for CUBS activity
5/05/2022	Claire Montgomery, TTV	Country and Metro Championships Reminder
6/05/2022	Grants Unit, Sport NSW	Response to query about application
9/05/2022	Tracy Critchlow, Bunnings Activities Organiser	Community Network Event Tuesday 14 June 2022 invitation
9/05/2022	Aaron Tuckfield (on behalf of Scott Houston, CEO)	Draws Released - Australian Qualification Tournament for 2022 Commonwealth Games
11/05/2022	Aaron Tuckfield, Table Tennis Australia Ltd	Reminder: 2022 TTA Equipment and Facilities Grant - Applications due May 23
11/05/2022	Sean Sturrock, PPO, Table Tennis Victoria	TTV/SSV Primary School Cup 2022 information and poster
13/05/2022	Grants Unit, Sport NSW	Confirmation of submission - COVID-19 Cross Border Sport Fund application (re-sent)
13/05/2022	Table Tennis Australia Ltd	Table Tennis Australia: e-Newsletter 13 May 2022
13/05/2022	Robert Oliver	NSW Working with Children Check information
14/05/2022	Telstra	Online Bill Arrival Notification
14/05/2022	Sapio	Invoice for alarm monitoring 15 May to 14 June 2022
15/05/2022	Delited Cleaning Services	Statement and Invoices for Cleaning July 2021 to April 2022
15/05/2022	NSW Office of Sport	Sport Shorts April-May 2022
16/05/2022	Claire Montgomery, TTV	Country and Metro Championships- Entry Closing Date Reminder
17/05/2022	Bendigo Bank	Bank Statements
17/05/2022	Matthew Bowyer, Lavington Auto Electrical	Confirmation of sponsorship renewal and request for invoice
18/05/2022	Office of Sport	Invitation: Inclusive Facility Design and Innovation Forum 4
19/05/2022	Jason Boyd	NSW Working with Children Check information
19/05/2022	Hannah Dehlyia, Scouts NSW - Leader	Confirmation of group booking for June 1 and arrangements
19/05/2022	Claire Montgomery, TTV	Country Championships Grading preliminary documents
19/05/2022	Claire Montgomery, TTV	Updating of Club Details on RevSport reminder



Date received	Received from	Details
22/05/2022	Claire Montgomery, TTV	Country Championship final gradings and draws
24/05/2022	Claire Montgomery, TTV	Tournament prize money draft spreadsheet
25/05/2022	NSW Office of Sport	On the Ball May 2022
26/05/2022	Gen Dohrmann, CEO TTV	May CEO Updated to Affiliates
26/05/2022	NSW Office of Sport	Cross Border Sport Fund 2021/22 advice of successful application
27/05/2022	Table Tennis Australia Ltd	Table Tennis Australia: e-Newsletter 27 May 2022
28/05/2022	NSW Office of Sport, Grants Unit	Confirmation - Office of Sport Cross Border Sport Fund 2021/22
30/05/2022	Aaron Tuckfield, TTA	Birmingham 2022 Team Announcement - Table Tennis Team Members
30/05/2022	Energy Locals	Electricity charges 5-29 May 2022
1/06/2022	Claire Montgomery, TTV	Country Championships - Memberships
1/06/2022	Aaron Tuckfield, Table Tennis Australia Ltd	TTA National Equipment and Facilities Grant Program recipients announced
1/06/2022	JJ's Waste & Recycling	Invoice for May - 2 collections of 1 bin
2/06/2022	Gen Dohrmann, CEO TTV	Online Affiliates Forum 9 June: TTV Strategic Plan Development
Date sent	Sent to	Details
29/04/2022	Yvonne Holt, Lavington Lions Club	Confirmation of booking for May 25 Social Visit
30/04/2022	Max and Levi Geering and Daryl Stone	Follow up to request for training sessions with details of Committee guidelines
30/04/2022	Sam Palmer	NSW Working with Children Check required for AWTTA coaching sessions
2/05/2022	All Pennant Players	Table Tennis Pennant News - Winter Season 2022
5/05/2022	Hannah Dehlyia, Scouts NSW - Leader	Confirmation of booking for June 1
5/05/2022	Grants Unit, Sport NSW	Following up outcome of COVID-19 Cross Border Sport Fund application
5/05/2022	All Sponsors	Table Tennis Newsletter
13/05/2022	Grants Unit, Sport NSW	Re-submission of application for COVID-19 Cross Border Sport Fund (on request)
15/05/2022	Claire Montgomery, TTV	NSW WWCC details for Robert Oliver for updating in RevSport
16/05/2022	Sean Sturrock, PPO, TTV	Details of AWTTA Contact person for 2022 TTV/SSV Primary School Cup
16/05/2022	Claire Montgomery, TTV	Victorian WWCC details for Sam Palmer for updating in RevSport
16/05/2022	All Sponsors	AWTTA Sponsorship renewal for next financial year
17/05/2022	Albury City	Following up Event Partnership request submitted on 22 January 2022
19/05/2022	Albury City	Raising safety concerns about potholes in Greenfield Park car parking area
24/05/2022	Claire Montgomery, TTV	NSW WWCC details for Jason Boyd for updating in RevSport
27/05/2022	All Pennant Players	Pennant Update



Date sent	Sent to	Details
28/05/2022	Albury City	Acquittal form submitted for Community and Cultural Grant
28/05/2022	NSW Office of Sport, Grants Unit	Acceptance of conditions and claim submitted for Cross Border Sport Fund grant
<u>31/05/2022</u>	Ben Arnold, Arnold's Fruit Market	Sponsorship letter of offer and invoice