

**AWTTA – Meeting Minutes****Date: 30 September 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), Adrian Rix**Apologies:** Ashley Wurtz, Jason Boyd**Absent:** Brett Marsh**In Attendance:** Tim Oliver (for presentation only)**Presentation: Sport NE AAA (Access for All Abilities)**

Tim Oliver, Manager Sport North East & Community Development, attended the meeting to discuss opportunities for making table tennis programs more accessible for people of all abilities. Advised that Kara Retford is the TTA National Pathway Development Officer (Para), and her position is funded to assist Clubs implement programs for participants with a disability, such as competition, regular group sessions, one-off events or other appropriate activities. Sport North East can assist with promotion, social media, preparation of posters, etc. for AAA activities.

Agenda Item 1: Approval of Minutes from Meeting held on 19/08/2022.**Mover:** Rick Woods **Seconder:** Adrian Rix **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 Policy (CSP)	<i>Under review</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 – date to be confirmed</i>	
Club Health Checks (CHC)	<i>Not available at this stage</i>	

- **Item 03/21: Child Safe Policy** – Brett Marsh still to finalise draft policy.
- **Item 04/22: Association Level Umpires Course** – proposed for November prior to Veterans Tournament. Terry Caldwell to liaise with Sam Miller and seek EOI from members. Further information to be sought about costs and requirements.
- **Annual-08: Pest Control** – Terry Caldwell to monitor.
- **Item 16/22: Archiving and storage of Club records** – Janet Dennis to pursue options for scanning previous Minutes.
- **Item 22/22: North-East Challenge** – Ian Radley has contacted Yarrawonga, Wangaratta and Shepparton Clubs seeking expressions of interest for this event to be held in Albury on Sunday 6 November. Information was also sent to Deniliquin and Wagga Wagga Clubs after discussion with John Wright from Yarrawonga.
- **Item 23/22: ACC Tournament promotion and car park maintenance** – Terry Caldwell to progress in preparation for upcoming Veterans Tournament.
- **Item 27/22: Veterans Tournament in November** – Terry Caldwell advised that he and Adrian Rix had commenced planning. Kerry Bell will arrange catering. Claire Montgomery and Greg Bristowe will again coordinate this event on behalf of our Club.



- **Item 28/22: Guidelines for use of Social Funds** – discussion took place about how these funds should be used. Janet Dennis to prepare guidelines for review by Committee.
 - **Item 29/22: Term Deposits with Bendigo Bank** – still to be actioned by Brett Marsh.
 - **Item 30/22: Sunday roster finalised** – Jason Boyd and Geoff Prior covering the Sunday social sessions at this stage.
 - **Item 31/22: Online Child Safe Training for Committee** – still to be actioned by Brett Marsh.
 - **Item 32/22: Review of fees for School Groups in 2023** – current regular school groups will be charged a minimum of \$85 per session (\$5 per student paid on day plus invoice sent to school for balance if applicable, or alternative arrangement for students as determined by the school). Casual bookings for schools, and other ad-hoc groups, will be charged a minimum of \$100 per session with individual fee to remain at \$5 per head if the number in the group exceeds 20. Terry Caldwell offered to contact Schools to assist with their planning for next year.
- b. Grant items**
- **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 successful. Waiting on ACC representative to make contact to commence process. Current lease agreement to be reviewed.

Agenda Item 4: Correspondence – Email/Mail

Refer Appendix A.

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

Agenda Item 5: Treasurer's Report

Net surplus for month of August 2022	\$1,579.98 Cr
Net position as at 31 August 2022	\$111,283.99 Cr

Noted that electricity costs were down \$1,478.00 on this time last year.
Term Deposits with Bendigo Bank are still to be set up.

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

Agenda Item 6: Review of recent activities

- Ovens & Mitta Schools Event – 13 & 15 September
140 students participated on Tuesday and 60 students participated on Thursday. Feedback from Cody Luton indicated that this event went well. Treasurer has sent invoice.
- Birthday party group – 24 September
Very positive feedback! Received an enquiry from another group for possible future booking. Ian Radley thanked for coordinating this activity.

Agenda Item 7: Upcoming activities

- MFTTA Keenagers Event – 7 & 8 October
13 AWTTA members are attending. Bus has been booked for group. Competition play will be held on the Saturday with a Dinner dance on the Saturday evening.
- Coaching with Sam Palmer – 15 October
Details were sent to members via the President's regular email.



Agenda Item 8: Matters from the President

- Fortnightly mowing
Terry Caldwell to negotiate appropriate rate depending on amount of work done. Written agreement still to be finalised.
- Christmas Lunch
Booked for Saturday 10 December at the Commercial Club. Set menu option at cost of \$42 per person selected. Members to pay \$20 each and subsidy of \$22 per head to be paid from Social Fund. Cost is for meal only with drinks available for purchase at own expense. Booking sheet will be available and payment required upfront.

Agenda Item 9: Pennant Update

- Coordinators update
Ian Radley reported that there were 102 players participating in the Spring Season. Ian Radley continues to coordinate Divisions 1 and 3, and Cody Luton continues to coordinate Divisions 2 and 4. Daryl Stone (Division 1) and Michelle Bowd (Division 3) are currently learning the role for their respective divisions with the aim of taking over next year. Hayden Scott is responsible for recording the results for all Divisions.
- Scoreboard replacement
Ian Radley to arrange for 14 new scoreboards to be purchased, preferably before the tournament at the end of November.
- Club Championships
Divisions 1 and 3 will be held on Tuesday 25 October and Divisions 2 and 4 will be held on Thursday 27 October. Sign-up sheet for players to register will be available from next week. Presentations to the Club Champions will be made at the AGM.
- 2023 Pennant proposed seasons
Ian Radley spoke to the draft schedule which was circulated to members prior to the meeting. Byes have been included for Divisions 3 and 4 during the school holidays.
- Training sessions
Training sessions will continue this season on Wednesdays and are open to all members. Scheduling of the closed training sessions is to be reviewed. Concern expressed about low numbers participating in these sessions.

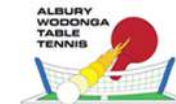
Agenda Item 10: Other General Business

- Planning for AGM on Friday 2 December
Notice of meeting and nomination form to be finalised and circulated to all members. Terry Caldwell will include information in next President's email encouraging members to consider nominating for Committee positions – position descriptions are available on the website.
- Other matters
Nil

Date of Next Meeting: Friday 11 November 2022

End of Meeting: 7.30pm

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



APPENDIX A: Correspondence

Date received	Received from	Details
22/08/2022	Table Tennis Victoria	2023 State Tournament Circuit Calendar Draft #1
23/08/2022	Brett Marsh	Copy of TTV Accreditation for Child Safe Officer
24/08/2022	Claire Montgomery, TTV	Not-for-Profit Finance Week information
24/08/2022	Ian Radley	First Aid Certificate - updated
24/08/2022	Claire Montgomery, TTV	TTV Accreditation Report - Working With Children Check
24/08/2022	AlburyCity Revenue Team	BPAY Reference Number Change
24/08/2022	Claire Montgomery, TTV	New Child Safe Policies and Sports Integrity Australia
24/08/2022	Gen Dohrmann, CEO TTV	TTV Affiliates Forum - Agenda & RVSP Reminder
26/08/2022	Aaron Tuckfield (on behalf of Scott Houston, TTA CEO)	Tune In: 2022 TTA Tour - Brisbane Starts Tomorrow
26/08/2022	Table Tennis Australia Ltd	Table Tennis Australia: e-Newsletter
31/08/2022	Aaron Tuckfield, TTA	2022 Volunteer of the Year Awards - Nominations Open
31/08/2022	Aaron Tuckfield, TTA	2022 Coach of the Year Awards - Nominations Open
1/09/2022	Gen Dohrmann, CEO TTV	Table Tennis Victoria Staff Update - Claire Montgomery
1/09/2022	Australian Sports Foundation	Get ready for the next Active Kids grant round!
1/09/2022	Aaron Tuckfield (on behalf of Scott Houston, TTA CEO)	Claire Montgomery Joins TTA
1/09/2022	Table Tennis Victoria	Invoice for August Memberships
2/09/2022	JJ's Waste & Recycling	August invoice - 3 collections x 1 bin
2/09/2022	Gen Dohrmann, CEO TTV	2022 Table Tennis Victoria Affiliates Forum - President Invitation
2/09/2022	Energy Locals	Electricity Invoice for August
4/09/2022	Delited Cleaning Service	Invoice for August cleaning
5/09/2022	Destination Riverina Murray	Cross-Border Tourism Businesses - We want to hear from you
7/09/2022	Australian Sports Foundation	Apply now for an Active Kids grant!
7/09/2022	Aaron Tuckfield (on behalf of Scott Houston, TTA CEO)	Vale Ted Davis (Table Tennis NSW Vice President)
7/09/2022	Delited Cleaning Service	Outstanding invoice for May cleaning
8/09/2022	Table Tennis Victoria	"PingBitz" TTV's September Newsletter
8/09/2022	Claire Montgomery, TTV	Club RevSport Portals Updates
9/09/2022	Table Tennis Australia Ltd	Table Tennis Australia: e-Newsletter
9/09/2022	Gen Dohrmann, CEO TTV	Affiliates Update - Strategic Plan Draft & TTV Updates
12/09/2022	Aaron Tuckfield, TTA	TTA Participation and Development team update



Date received	Received from	Details
13/09/2022	Telstra Online Services Team	Telstra Bill - Arrival Notification
13/09/2022	Aaron Tuckfield (on behalf of Scott Houston, TTA CEO)	Australia Smashes ITTF - Oceania Records
13/09/2022	Aaron Tuckfield (on behalf of Scott Houston, TTA CEO)	Aussies Rocket Up World Rankings
15/09/2022	Aaron Tuckfield, TTA	Reminder: 2022 Coach of the Year Awards - Nominations Open
15/09/2022	Aaron Tuckfield, TTA	Reminder: 2022 Volunteer of the Year Awards - Nominations Open
15/09/2022	Accredited Distributors	Invoice for Canteen Supplies
15/09/2022	SAPIO Credit & Billing	Alarm Monitoring for period 15/09/2022 to 14/10/2022
19/09/2022	NSW Fair Trading	New associations incorporated law
19/09/2022	Aaron Tuckfield (on behalf of Scott Houston, TTA CEO)	Applications Open - Multiple TTA Board Sub-Committees
23/09/2022	Bendigo Bank	August Statement
23/09/2022	Table Tennis Australia Ltd	Table Tennis Australia: e-Newsletter
24/09/2022	Fair Trading Seminars	Register Now! Running an Incorporated Assoc seminar in Wagga Wagga
26/09/2022	Anshul Thakran, TTA	Nominations close this Friday - 2022 Coach of the Year Awards
26/09/2022	Anshul Thakran, TTA	2022 Volunteer of the Year Awards - Nominations close this Friday
28/09/2022	AlburyCity Council [Smarty Grants]	AlburyCity Financial Assistance - Express of Interest Open 1 October
28/09/2022	Dianne Walton, The Alcohol and Drug Foundation	Good Sports: nominations opened for Good Sport Awards
Date sent	Sent to	Details
24/08/2022	Claire Montgomery, TTV	First Aid Certificate from Ian Radley for updating in RevSport
25/08/2022	Cody Luton	Change of Child Safe Officer for AWTTA
27/08/2022	AWTTA Sponsors	AWTTA Sponsors Newsletter
2/09/2022	James Worth, Albury Visitor Information Centre	Resending: Request for updates to AWTTA information on website
14/09/2022	Julia Vesval, AlburyCity	Seeking update on progress of application and Funding Agreement
22/09/2022	Yarrawonga, Wangaratta & Shepparton Associations	North-East Challenge information