

**AWTTA – Meeting Minutes****Date: 3 March 2023****Location of Meeting:** AWTTA Clubhouse**Start of Meeting:** 5.40pm**Status:** **Approved****Present:** Terry Caldwell (President), Ian Radley (Vice-President), Rick Woods (Treasurer), Janet Dennis (Secretary)**Apologies:** Ashley Wurtz, Jason Boyd**Absent:** Brett Marsh**Agenda Item 1: Approval of Minutes from Meeting held on 20/01/2023.****Mover:** Rick Woods **Seconder:** Ian Radley **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>	Badge*
Tournament Directors Courses (TD)	<i>Not available at this stage</i>	
Coaching Courses (CC)		
Umpire & Referee Courses (URC)	<i>Association course held Nov 2022</i>	
Governance Training (GOV)	<i>Visit by TTV – date to be confirmed</i>	

- **Item 03/21: Child Safe Policy** – no update provided.
- **Item 16/22: Archiving and storage of Club records** – Minutes have been scanned. Discussion was then held about disposing of Treasurer's records after five years. Janet Dennis to dispose of obsolete records in appropriate manner and purchase plastic containers for more secure storage of records to be kept.
- **Item 19/22: Clear storm drain and guttering** – Storm drain cleared of weeds. Some accumulation of dirt. Guttering done by Spoutvac for \$400 on 21/2/23. Spoutvac asked to provide photos. Completed.
- **Item 31/22: Online Child Safe Training for Committee** – Janet Dennis to send link for the Child Safe Sport eLearning modules available through the NSW Office of the Children's Guardian for Committee members to complete.
- **Item 33/22: Fortnightly mowing** – Written agreement is still to be finalised. Terry Caldwell reported that Aspire are regularly attending.
- **Item 35/22: Architect for Concept Plan for new Clubhouse** – Discussions have been held with one architect at this stage who has visited the Clubrooms and intends to provide a quote. Decided that a second quote is needed – Brett Marsh to be asked to progress this.
- **Item 01/23: Term Deposit with Bendigo Bank** – refer Treasurer's Report. Completed
- **Item 02/23: Christmas Lunch** - booking confirmed and deposit paid. Musician, Gaven Slater, is available for this function. Completed
- **Item 03/23: Mowing equipment acquired** – Second-hand mower has been purchased by Ian Radley. New battery powered lawn trimmer has been purchased by Terry Caldwell. Safety gear has also been purchased and is available in the shed. Completed
- **Item 04/23: Local Sporting Champions Program** – Terry Caldwell advised relevant members. Completed



Annual requirements:

- Honour Boards updated – requested 06/01/2023 by Secretary. Still to be completed by Border Sign Studios.
- Asset Register review by Committee – Rick Woods currently updating the register.

b. Grant items

- **Grants-02/22: Concept Plan for new Clubhouse** – ACC Community Fund – refer Action Item 35/22.
- **Grants-01/23: AlburyCity Event Partnership application** – was to be considered at Council Meeting held on 28 February. Outcome still to be communicated.
- **Grants-02/23: AlburyCity Community and Cultural Grants Program** – Terry Caldwell applied on 23 February for a grant to complete TOPS coaching course at AWTTA, with emphasis on females.

Agenda Item 4: Correspondence – Email/Mail

Refer Appendix A.

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

- Suggestion about overhead lights – Terry Caldwell to speak to member.
- TTV Membership Model Review – reminder to complete the surveys before 20 March.

Agenda Item 5: Treasurer's Report

Net surplus for month of February 2023	\$2,412.85 Cr
Net cash position as at 28 February 2023	\$137,875.32 Cr

On 28 February our \$10,000 term deposit matured, and we transferred \$20,000 from the Cash Management (Savings Account) to increase the new term deposit to \$30,000. Invested for a period of four months at rate of 2.25%.

No separate Treasurer's Report, with a Statement of Receipts and Payments, was provided for the month of January.

Mover: Ian Radley **Seconder:** Terry Caldwell *Accepted*

Agenda Item 6: Matters from the President

- Murray High School sessions
Murray High School have advised they will not be attending on Wednesdays for Term 1.
- Keenagers Interclub event – March 31 and April 1
Terry Caldwell is the organiser for this event. Kerry Bell will be coordinating the catering. Entries starting to be received.
- Coaching with Sam Palmer
There were seven participants for the morning and 11 for the afternoon sessions held on 28 January. Next coaching session is scheduled for Saturday 4 March.
- Casual Booking
AlburyCity Social Club have booked the Clubroom on 26 May for social table tennis and finger food. Catering to be arranged by Kerry Bell.
- World Table Tennis Day
Noted that World Table Tennis Day will be celebrated on Sunday 23 April this year.



- Committee Vacancies
No formal responses have been received to invitations to submit expressions of interest for the vacant committee positions. Committee members encouraged to suggest potential members to be approached about the possibility of joining the committee.

Agenda Item 7: Pennant Update

- Summer Season
Ian Radley report that there are 101 players involved in this Summer Season. There are eight teams in Division 1, 14 teams in Division 2, seven teams in Division 3 and seven teams in Division 4.
- Country Championships
Sam Miller has been approved to play for AWTTA in the Country Championships to be held in Traralgon on the long weekend in June. Adrian Rix has indicated he is willing to coordinate the AWTTA teams for this event.
- Tuesday and Thursday Training
Basic training to end now for Tuesdays, but the Thursday sessions will continue at this stage. Members to be advised via the President's regular email. Reminder that a Club Training session is also available on Wednesdays for all members.
- Covering School sessions
Arrangements to be made while Cody Luton is away from 11 to 28 March. Ian Radley to cover Pennant duties for Divisions 2 and 4 on Thursdays. School sessions to be covered by Terry Caldwell (16 March) and Ian Radley (23 March).
- First Aid stretcher
Ian Radley reported that advice from First Aid providers is not to move a patient with lower limb injuries and call for ambulance. Therefore decided not to purchase a stretcher.

Agenda Item 8: Other General Business

- TTV AGM
Terry Caldwell to submit electronic voting form. Ian Radley congratulated on receiving the 15 Years' Service Award as noted in the Annual Report.
- Other matters
Nil

Date of Next Meeting: Friday 14 April 2023

End of Meeting: 6.35pm

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

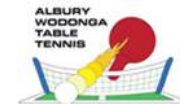


APPENDIX A: Correspondence

Date received	Received from	Details
20/01/2023	JJ's Waste and Recycling	2023 service calendar
23/01/2023	Aaron Nicholls, Regional Design Service	Expression of interest in quoting for Concept Plan
24/01/2023	Kevin Phibbs	Ball retrieving diamonds
24/01/2023	Jacqueline Kelly, Commercial Club	Request for changes to be made to AWTTA email footer
25/01/2023	NSW Office of Sport	Sport Shorts January 2023
25/01/2023	Michelle Bowd	Extract of NSW WWCC details
25/01/2023	Table Tennis Victoria	Notice of 2022 Table Tennis Victoria AGM
27/01/2023	Oscar Yam, Events & Clubs Officer, TTV	Updated WWCC Report
29/01/2023	Sam Palmer	List of Coaching session participants
30/01/2023	Ellie Burnett, Commercial Club Albury	Confirmation of booking and deposit receipt for Christmas Lunch
30/01/2023	Aaron Tuckfield (on behalf of Scott Houston, TTA CEO)	Apply Now: Free Leadership workshops for women in sport
30/01/2023	Katie Trebley, Team Leader Events, Albury City	Confirmation of receipt of Event Partnership request for 2023
31/01/2023	Albury City Council	Hard copy of executed Funding Agreement for Concept Plan
31/01/2023	Martin Lewis, Kwik Kopy Albury	Updated quote for scanning
1/02/2023	Accounts Table Tennis Victoria	Invoice for 2023 Registrations paid as at end January
1/02/2023	Table Tennis Victoria	'PingBitz' TTV's February Newsletter
2/02/2023	JJ's Waste and Recycling	Invoice for January - 3 collections / 4 bins
3/02/2023	Delited Cleaning Services	Invoice for January cleaning
6/02/2023	Trish Ivers	Suggestion re overhead lights
7/02/2023	Gen Dohrmann, CEO TTV	CEO Update - 7 February
7/02/2023	Catherine Trinnick, Albury City	Booking request for Social Club event on 26 May
7/02/2023	Aaron Tuckfield (on behalf of Scott Houston, TTA CEO)	My Sport Live to Broadcast 2023 National Events
7/02/2023	Aaron Tuckfield (on behalf of Scott Houston, TTA CEO)	New Participation Record Set Pre-COVID Membership Exceeded
7/02/2023	Aaron Nicholls, Regional Design Service	Following up previous expression of interest email - seeking response
8/02/2023	Albury City Council	Invoice for Annual Lease fee for period 01/02/2023 to 31/01/2024
8/02/2023	Aaron Tuckfield (on behalf of Scott Houston, TTA CEO)	Entry Reminder: TTA Tour - Canberra and Geelong National Hopes Week
10/02/2023	John Waters	Suggestion for redeveloping Clubrooms
10/02/2023	Ken Smith, Riverina Table Tennis Coordinator	Booking request for conducting Riverina CHS Championships on 4 April
10/02/2023	Gen Dohrmann, CEO TTV	Information in response to query about program for females



Date received	Received from	Details
10/02/2023	Table Tennis Australia Ltd	Table Tennis Australia: e-Newsletter
10/02/2023	Graham MacDonald	Suggestion for facilities development
11/02/2023	Digital Pacific	Receipt for Domain renewal - 2 years (13/02/2023 - 12/02/2025)
13/02/2023	Tierre McCormack, Albury Netball Association	Courtesy letter advising upcoming ANA season and carnivals
14/02/2023	Aaron Tuckfield, TTA	World Table Tennis Day 2023
15/02/2023	Gen Dohrmann, CEO TTV	CEO Update - 15 February
15/02/2023	SAPIO Credit & Billing	Invoice for alarm monitoring for period 15/02/2023 to 14/03/2023
15/02/2023	Fan Liu	WWCC details and First Aider Certificate
16/02/2023	Martin Lewis, Kwik Kopy Albury	Invoice for scanning of Meeting Minutes
16/02/2023	Katie Trebley, Team Leader Events, Albury City	Update on Event Partnership Request - outcome due early March
16/02/2023	Albury City Council	Community and Cultural Grants Program Round 2 2022-2023 - Apply Now
16/02/2023	Bendigo Bank	Bank Statements
16/02/2023	Telstra Online Services Team	Telstra Bill - Arrival Notification
17/02/2023	Aaron Tuckfield (on behalf of Scott Houston, TTA CEO)	Prospectus and Discounted Accommodation: 2023 National Championships
17/02/2023	Table Tennis Victoria	2022 Table Tennis Victoria Top 10 Rankings Announced
19/02/2023	Peter Cocks, PC Consultancy	Dyson Community Grants information
20/02/2023	Keaton Johnson, AlburyCity	AlburyCity Financial Assistance Policy Review - Community Workshops
20/02/2023	Gen Dohrmann, CEO TTV	Additional information re: Community Activation Grants eligibility
21/02/2023	Elders Insurance	Contents Insurance renewal until 14/03/2024
21/02/2023	Gen Dohrmann, CEO TTV	Response to request for TOPS Coaching course information
23/02/2023	Albury City SmartyGrants	Confirmation of ACC Community and Cultural Grants submission
24/02/2023	Table Tennis Australia Ltd	Table Tennis Australia: e-Newsletter
24/02/2023	Gen Dohrmann, CEO TTV	CEO Update - 24 February
24/02/2023	Daniel Moloney, TTV Chair on behalf of TTV Board	TTV Finances Member Bulletin - February 2023
28/02/2023	Office of Sport Finance	Notice of changes to Payment Systems effective from 1 April 2023
28/02/2023	Table Tennis Victoria	Final Notice of 2022 TTV AGM
28/02/2023	Claire Montgomery, Table Tennis Australia Ltd	Membership Model Review
1/03/2023	Accounts Table Tennis Victoria	Invoice for memberships paid during February
2/03/2023	JJ's Waste and Recycling	Invoice for February - 2 collections x 1 bin
2/03/2023	Delited Cleaning Services	Invoice for February cleaning



Date received	Received from	Details
2/03/2023	Brian Webb	Changes to Delited Cleaning Services details
2/03/2023	Table Tennis Victoria	'PingBitz' TTV's March Newsletter
2/03/2023	Destination NSW	2023/24 Regional Event Fund - Applications now open!
Date sent	Sent to	Details
20/01/2023	JJ's Waste and Recycling	Request for 2023 service calendar
20/01/2023	Regional Design Service	Request for Quote (Concept Plan)
21/01/2023	Geering and Van Zanten families	Link to information about Local Sporting Champions Program
24/01/2023	Jacqueline Kelly, Commercial Club Albury	Booking request for 2023 Table Tennis Christmas Lunch on 02/12/2023
24/01/2023	Jacqueline Kelly, Commercial Club Albury	Following up request for email footer changes
24/01/2023	President & GM, Commercial Club Albury	Commercial Club sponsorship and recognition by AWTTA
25/01/2023	Katie Trebley, Team Leader Events, Albury City	2023 Event Partnership request form
26/01/2023	Oscar Yam, Events & Clubs Officer, TTV	NSW WWCC details for Michelle Bowd for updating in RevSport
7/02/2023	Catherine Trinnick, Albury City	Confirmation of booking for Social Club event
7/02/2023	Albury Engineering & Mower Service	Confirmation of sponsorship arrangements
9/02/2023	Mornington Frankston Table Tennis Association	Females in Table Tennis program
9/02/2023	Gen Dohrmann, CEO TTV	Getting a program started for females
10/02/2023	Ken Smith, Riverina Table Tennis Coordinator	Confirmation of booking for Riverina CHS Championships on 4 April
14/02/2023	Tierre McCormack, Albury Netball Association	Response to ANA courtesy letter and details of significant AWTTA dates
20/02/2023	Catherine Trinnick, Albury City	Update on meeting with potential designer
21/02/2023	Oscar Yam, Events & Clubs Officer, TTV	First Aid Certificate and WWCC details for Fan Lui for updating in RevSport
20/02/2023	Aaron Nicholls, Regional Design Service	Information in preparation for meeting at Club
20/02/2023	Gen Dohrmann, CEO TTV	Seeking information about TOPS coaching course for grant application
23/02/2023	ACC Community and Cultural Grants (via SmartyGrants)	Application for TOPS Coaching course funding
23/02/2023	All Club Sponsors	Albury Wodonga Table Tennis Newsletter
25/02/2023	Aaron Nicholls, Regional Design Service	Copy of documents to assist with Concept Planning