

**AWTTA – Meeting Minutes****Date: 17 November 2023****Location of Meeting:** AWTTA Clubhouse**Start of Meeting:** 5.30pm**Status:** **Draft****Present:** Terry Caldwell (President), Ian Radley (Vice-President), Rick Woods (Treasurer), Janet Dennis (Secretary)**Apologies:** Jason Boyd, Ashley Wurtz**Absent:** Nil**Agenda Item 1: Approval of Minutes from Meeting held on 13/10/2023.****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**

- **03/21: Child Safe Policy** – refer to the Child Safeguarding Policy which is included in the TTA National Integrity Framework documentation.
- **31/22: Online Child Safe Training** – Janet Dennis following up members with WWCC who have not yet completed Module 1 of the OCG training.
- **09/23 North East InterClub event** – too late for this year, hoping will be able to arrange for early next year.
- **10/23 MPIO accreditation** – Stuart Davidson has indicated he will continue in this role.
- **13/23 Filling Committee vacancies and succession planning** – refer Agenda Item 6 below.
- **16/23 Survey of members** – email with link to survey was sent to 142 past (2021 and 2022) and 246 current members on 4 November 2023. 57 responses received to date. Survey closes 20 November.

b. Grant items

- **02/22: Concept Plan for new Clubhouse** – ACC Community Fund – RDS provided a revised version of the Concept Plan which was displayed in the Clubroom and members invited to provide feedback. Final feedback to be provided to RDS at the end of next week. RDS will then provide final drawings and invoice to bring this stage of the project to a close.
- **01/23 AlburyCity Event Partnership Program** (Tournaments and Keenagers Inter-Club Event) – Terry Caldwell to complete acquittal at end of year.
- **03/23 Facility and Equipment Improvements and Tournament Hosting** – ClubGRANTS (Commercial Club Albury) – application for \$4,000 was submitted by Terry Caldwell on 7/11/2023. Pending outcome.

Agenda Item 4: Correspondence – Email/Mail

Refer Appendix A.

Mover: Ian Radley **Seconder:** Rick Woods *Accepted***Agenda Item 5: Treasurer's Report**

Report provided for the period 1 July 2023 to 31 October 2023.

Net surplus for period to 31 October 2023	\$13,631.89 Cr
Net cash position as at 31 October 2023	\$153,785.19 Cr



Noted that revenue from Schools/Groups and Canteen takings were down on this time last year. Interest received to date on term deposits totals \$2,278.56.

Mover: Ian Radley **Seconded:** Janet Dennis *Accepted*

Agenda Item 6: Matters from the President

- *Preparation for AWTTA Veterans Tournament*
104 entries have been received for this tournament. Volunteers are still needed to assist on November 25 and 26. Kerry Bell coordinating catering with assistance from members. Reservation made for dinner on the Saturday at the Albury Commercial Gold Club – places limited to 50. Discussion was then held about tasks to be undertaken by Committee members before and during the tournament.
- *Progress with nominations for 2024 Committee*
No nominations received to date. Ian Radley reported that he has approached several pennant players about joining the Committee and will follow up in coming weeks. Terry Caldwell to follow up with Keenagers. Concerns were expressed about the future of the Club if unable to fill the Committee positions.
- *Keenager session leaders*
Terry Caldwell reported that John Zinkovsky will not be available for several weeks as he is waiting for surgery. Arrangements have been made for Doug Rose, Judy Gogoll and Tony Harrington to cover the Keenager sessions during this period. Noted that Graham McDonald may also be available to close as required.

Agenda Item 7: Matters from the Pennant Coordinator

- *2024 Pennant seasons*
Ian Radley spoke to the proposed dates for 2024 which were circulated to members prior to the meeting. As there were no changes, they will now be made available on the website and the calendar updated accordingly.
- *2024 Coordinators*
Division 1 – Ash Wurtz and Ash Harding (assist), Division 2 – Cody Luton
Division 3 – Chris Grealy, Division 4 – Cody Luton and Emily Bollingmoore (assist)
- *Social Night*
Proposed that a Social Night be held during the first season of 2024.
- *Community Event*
Four members were invited by the Tonkin Group to participate in their “Movember” fundraising event being held this evening. Thanks extended to Geoff Prior, David Smith, Max Geering and Levi Geering for their assistance.

Agenda Item 8: General Business

- *AWTTA Keenagers Inter-Club Event* – to be held on Friday 22 and Saturday 23 March, 2024

Date of Next Meeting: to be decided by the incoming Committee.

End of Meeting: 6.30pm

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



APPENDIX A: Correspondence

Date received	Received from	Details
14/10/2023	Telstra Online Services Team	Telstra Bill - Arrival Notification
16/10/2023	SAPIO Credit & Billing	Invoice for Alarm Monitoring 15/10/2023 to 14/11/2023
17/10/2023	Aaron Nicholls, Regional Design Service	New Chapter for Regional Design Service - Gold Coast Office
17/10/2023	Office of Sport	Level the Playing Field Program - Applications now open
18/10/2023	Office of Sport	Invitation Child Safeguarding and the Law - Online Safety and Sport
20/10/2023	Table Tennis Australia Ltd	Table Tennis Australia - e-Newsletter
23/10/2023	Office of Sport	Information session - Level the Playing Field Program
23/10/2023	Office of Sport	Local Sport Grant Program - Applications now open
23/10/2023	SpinTel Sales	Confirm transfer of phone number
24/10/2023	Bendigo Bank	Bank Statements
25/10/2023	Phillip Nielsen, Regional Design Service	Revised Concept Plan and supporting documents
30/10/2023	Aaron Nicholls, Regional Design Service	Following up additional feedback and confirming deadline
31/10/2023	Grace Information Management, Wodonga	Confirmation of request to collect short-term confidential bin
31/10/2023	Stuart Davidson	NSW Working with Children Check details
31/10/2023	Oscar Yam, Events & Clubs Officer, TTV	WWCC Report Update
31/10/2023	Gen Dohrmann, CEO TTV	TTV CEO Update - 31 October
31/10/2023	Office of Sport	Office of Sport Local Sport Grant - information session
1/11/2023	Accounts Table Tennis Victoria	Invoice for registrations paid during October
1/11/2023	Kim Watson, Lester and Son Funeral Directors	Information session
1/11/2023	JJ's Waste & Recycling	Invoice for October - 1 collection x 1 bin
2/11/2023	Grace Information Management, Wodonga	Invoice for delivery of short term bin
3/11/2023	Table Tennis Australia Ltd	Table Tennis Australia - e-Newsletter
6/11/2023	Delited Cleaning Service	Invoice for October cleaning
7/11/2023	Kim Watson, Lester and Son Funeral Directors	Date for Preplanning Information Session - Friday 8 December
8/11/2023	SpinTel Sales	Order submitted - expected completion date 23 November
8/11/2023	Table Tennis Victoria	"Take it to the Table" TTV's November Newsletter
9/11/2023	NSW Office of Sport	Sport Shorts October/November 2023
13/11/2023	Table Tennis Victoria	Invoice for Veterans Tournament player admin fees
13/11/2023	Phillip Nielsen, Regional Design Service	Revised Concept Plan and supporting documents
14/11/2023	TTV Participation & Marketing Officer	Request for information to be included in Veterans Tournament promotion
14/11/2023	Grace Information Management - Accounts	Invoice payment query
14/11/2023	Bendigo Bank	Bank Statements



Date received	Received from	Details
14/11/2023	Chris Grealy	NSW Working with Children Check details
14/11/2023	Telstra Online Services Team	Telstra Bill - Arrival Notification
15/11/2023	Aaron Nicholls, Regional Design Service	Final feedback and drawings timeline
15/11/2023	SAPIO Credit & Billing	Invoice for Alarm Monitoring 15/11/2023 to 14/12/2023
16/11/2023	Geoff Prior	NSW Working with Children Check details
Date sent	Sent to	Details
15/10/2023	David Smith	Follow-up about key deposit
30/10/2023	Stuart Davidson	Request for NSW WWCC and completion of online Module
31/10/2023	All members	Notice of AWTTA Annual General Meeting - Friday 8 December 2023
1/11/2023	Oscar Yam, Events & Clubs Officer, TTV	WWCC details for Stuart Davidson for updating in RevSport
2/11/2023	Adrian Rix	Request for NSW WWCC and completion of online Module
2/11/2023	Aaron Nicholls, Regional Design Service	Additional feedback on revised Concept Plan
3/11/2023	Current Sponsors	Albury Wodonga Table Tennis Newsletter
4/11/2023	Past and Present Members (2021 - 2023)	Albury Wodonga Table Tennis Survey
7/11/2023	Kim Watson, Lester and Son Funeral Directors	Options for proposed Information Session
7/11/2023	Commercial Club (Albury) via ClubGRANTS	Application for 2024 Grant
7/11/2023	Commercial Club (Albury) via ClubGRANTS	Acquittal for 2023 Grant
14/11/2023	AWTTA Members and Friends	AWTTA: Facilities Concept Plan viewing and feedback
14/11/2023	TTV Participation & Marketing Officer	Information to be included in Veterans Tournament promotion
14/11/2023	Oscar Yam, Events & Clubs Officer, TTV	WWCC details for Chris Grealy for updating in RevSport
14/11/2023	Past and Present Members (2021 - 2023)	Albury Wodonga Table Tennis Survey reminder
17/11/2023	Oscar Yam, Events & Clubs Officer, TTV	WWCC details for Geoff Prior for updating in RevSport