



## MINUTES OF 2021 AGM - AINSLIE TENNIS CLUB INC.

**Held at the clubhouse on 2 May 2021**

**The meeting opened at 4.09 pm**

**Present:** Steve Ryan, Roger Brake, Susan Antcliff, Michael Anderson, Mary Ryan, Carol Ruster, Kat Knope, Trevor Bell, Robyn Attewell, Neil Hendy, Fouad Karouta

1. **Welcome:**
2. **Apologies:** Steve Brain, Naomi van der Linden
3. **Minutes of 2020 AGM:** The minutes of the 2020 AGM were accepted as accurate

Moved by Trevor Bell

Seconded by Carol Ruster

Carried

4. **Matters arising from Previous Minutes:**

Lights remain a priority for the club. With the most recent changes, we have four LED lights installed and two spare lights that can be used to replace existing lights if they fail before we have completed the transition to LED lights on courts 2 and 3.

The insurance was changed to better reflect our circumstances (reduction in sum insured and removal of the salary continuance component) with a consequent saving of \$620

The relaunch of the clubhouse occurred at the Christmas function.

The change from calendar year membership to annual membership commencing on the date joined was implemented from July 2020.

5. **President's report:** Steve expressed his thanks to members for their support through the difficult Covid environment. He highlighted a number of matters from his written report:
  - The Open Court sessions were not a success, but the equipment the club received as part of the initiative turned out to be ideal for the Christmas function. Kat noted that the speaker is at her house.

- The Presidents' Forums have been very useful, particularly in terms of forcing Tennis ACT to have regard to what the clubs actually need. Infrastructure renewal is a big issue for many clubs.
- The new website is up and running but the nature of the agreement that Tennis Australia has made with the UK provider means that it is very difficult to get changes made to Book-a-Court or the website. For example, we still don't have a kill code that can be used to cancel event bookings for washouts.
- The Neil Hendy Cup was a great success, as was the Christmas function.
- By the end of 2020, the club had 85 financial members. This had grown to 129 by the end of April 2021.
- The succession planning webinar was not tailored at all to the situation of tennis clubs where members will tend to know a relatively small proportion of other members

The President's report was accepted by the meeting.

Moved by Kat Knope

Seconded by Robyn Attewell

Carried

6. **Treasurer's report and submission of the 2020 Annual Financial Report:** Michael reported that the financial position of the club has improved substantially. As at 31 December 2019, the club had \$4,852.35 at the bank and outstanding loans of \$4,500. By 31 December 2020, the loans had been fully repaid and the cash at the bank was \$21,677.59. The main contributors to this turnaround were:

- Increased membership revenue due to both an increase in membership numbers and the fact that people now pay the full annual membership fee regardless of the time they join. The latter component is a one-off windfall that will not be repeated in 2021.
- An increase in revenue from coaching activities of \$3,500. This is partially the result of Canberra Tennis Academy paying \$778 that was due in 2019 in 2020. In accrual terms, coaching revenue increased from \$3,112 to \$4,730. Revenue from Active Tennis Coaching in 2020 was adversely affected by both the smoke during the bushfires at the beginning of the year and the closure of the courts during the Covid lockdown.
- Despite the closure of courts due to Covid, an increase in court and visitor fees both via Book-a-Court and the honesty box from \$7,039 to \$9,999.
- A reduction in land rent and rates from \$2,777 to \$1,220 as a result of ACT Government relief measures.

- The saving of over \$600 from adjusting our insurance policy. Steve said that he had advised other clubs that they might also want to check whether their policies were appropriate.

Repairs and maintenance remained significant at \$8,525, but considerably less than in 2019 when net expenditure (after taking account of the grant of \$17,807) amounted to \$24,145. The revenue from the Neil Hendy Cup entries was offset by the costs of trophies, but future costs for the tournament will be much less.

Michael thanked Carol for her work in handling the accounting for revenue and Robyn for auditing the financial statements.

The Treasurer's report was accepted by the meeting.

Moved by Roger Brake

Seconded by Kat Knope

Carried

## 7. **Revenue Manager's Report**

Total revenue for the year was \$41,812 with membership, court hire, and coaching receipts making up the bulk of receipts and all higher than in 2019. Coaching revenue is now received at the time the services are provided which is an improvement over the previous arrangement with Canberra Tennis Academy. Most donations were made via the Australian Sports Foundation.

These results were particularly pleasing given that the courts were completely closed for 6 weeks during Covid and it wasn't until June that non-members could book the courts. Steve said that it seems all tennis clubs across the ACT benefited from the increased interest in playing tennis when many activities were restricted during Covid. There is no indication as yet that this interest is dropping off.

Carol noted that it is important that we maintain these gains as considerable resources will be needed over coming years to meet the costs of required repairs.

Neil Hendy asked whether the source of donations via ASF can be identified. The answer is yes, since the ATO needs to be able to ensure that the donations are tax deductible.

The Revenue Manager's report was accepted by the meeting.

Moved by Fouad Karouta

Seconded by Mary Ryan

Carried

8. **Asset Manager's report:** Mary noted that the reopening of the courts after Covid involved a great deal of organization to ensure we complied with Government requirements. Steve is the

contact point for our Covid Safety Plan and updates the plan each time Tennis ACT puts out revised advice. The most recent change was the introduction of the requirement for all visitors to the courts to log in using the QR codes.

**It was agreed that** pennant captains will remind all players of this requirement and that it also applies to players with a booking in Book-a-Court.

The inspection by the pest controllers found no evidence of termite activity.

Mary received quotes for resurfacing court 3, (\$45,000,) and various options for transitioning the lights to LED. (\$58,000 for all three courts). Neither project is to progress in full at this point, but some works will occur.

The working bees were very successful.

The Asset Manager's report was accepted by the meeting.

Moved by Trevor Bell

Seconded by Susan Antcliff

Carried

9. **Senior Pennant (League) Coordinator's report:** The first season of 2020 was cancelled due to smoke and Covid, but for the remainder of the year we had an increase in the number of teams: six team in winter and eight teams in spring and summer, with one win in the summer competition. We are typically having to pay court fees at other clubs because we don't have enough courts given the number of teams we are fielding. Nonetheless, fees from players exceeded the bill from Tennis ACT.

The report from the Senior Pennant Coordinator was accepted by the meeting.

Moved by Carol Ruster

Seconded by Mary Ryan

Carried

10. **Coach and Junior Pennant (League) Coordinator's report:** Myles was not present at the meeting but had submitted a written coach's report and advised that in 2020 there was one junior team representing Ainslie Tennis Club and one combined team representing both Ainslie and Braddon Tennis Club. Both teams represented Ainslie Tennis Clubs with pride.

The Committee noted Myles' contribution to the success of the Christmas function and that the club has an excellent relationship with Active Tennis Coaching.

The coaching report was accepted by the meeting.

Moved by Susan Antcliff

Seconded by Roger Brake

Carried

11. **Social Media Manager's Report:** Felix was not present at the meeting but had submitted a written report. Felix had indicated prior to the meeting that he did not wish to continue in this role and the Committee noted his contribution over 2020 with thanks.

The Social Media Manager's report was accepted by the meeting.

Moved by Trevor Bell

Seconded by Kat Knope

Carried

12. **Nomination of Committee Members:** Steve declared all positions vacant and Neil acted as chair of the meeting for the election of the President and then Steve resumed the chair role.

The outcome of the election process was as follows:

| Position                       | Person Elected   | Nominated by   | Seconded by    |
|--------------------------------|------------------|----------------|----------------|
| President                      | Steve Ryan       | Susan Antcliff | Kat Knope      |
| Vice-President                 | Roger Brake      | Kat Knope      | Mary Ryan      |
| Secretary (and Public Officer) | Susan Antcliff   | Steve Ryan     | Carol Ruster   |
| Treasurer                      | Michael Anderson | Mary Ryan      | Roger Brake    |
| Revenue Manager                | Carol Ruster     | Steve Ryan     | Susan Antcliff |
| Adult League Coordinator       | Kat Knope        | Mary Ryan      | Trevor Bell    |
| Asset Manager                  | Mary Ryan        | Steve Ryan     | Neil Hendy     |
| Social Media Manager           | Roger Brake      | Steve Ryan     | Neil Hendy     |
| Junior League Coordinator      | Myles Emery      | Robyn Attewell | Neil Hendy     |
| Committee Member               | Trevor Bell      | Neil Hendy     | Mary Ryan      |

| <b>Position</b>  | <b>Person Elected</b> | <b>Nominated by</b> | <b>Seconded by</b> |
|------------------|-----------------------|---------------------|--------------------|
| Committee Member | Fouad Karouta         | Steve Ryan          | Robyn Attewell     |
| Committee Member | Naomi van der Linden  | Steve Ryan          | Susan Antcliff     |
| Committee Member | Roma Hosking          | Steve Ryan          | Susan Antcliff     |
| Honorary Auditor | Robyn Attewell        | Michael Anderson    | Neil Hendy         |

The club presented a gift to Mary in appreciation for her extraordinary contribution to the club as a non-playing Asset Manager.

Steve advised that he is an authorised officer for ATO purposes and that Michael is also now authorized, but the Club is awaiting a form from the ATO to add in extra Authorised Officers plus the details of the Public Officer.

### **13. Other Business: Increase in Book-a-Court Fees**

Steve proposed that the Book-a-Court fees be increased by \$1 per half hour taking effect immediately. Robyn asked whether this would affect the costs of court hire for coaching. Steve advised that there is a separate arrangement and that these fees will not increase. It was also noted that the light fees will not be affected. There is no need to increase light fees as costs are actually declining as we move to LED globes.

Michael seconded the proposal.

Carried.

**The meeting closed at 4:59 pm**

Susan Antcliff  
(Secretary)