

MINUTES OF THE ANNUAL GENERAL MEETING
OF OAKLEIGH TENNIS CLUB
HELD IN THE CLUBROOMS ON MONDAY 30TH AUGUST 2019

The meeting commenced at 7.30 pm. The President Donald Smith welcomed all members to the meeting. There were 36 members of the Oakleigh Tennis Club in attendance.

ATTENDIES : Michael Roberts, Robert Humphreys, Janne Humphreys, Jandra Kelly, Ryan Kelly, Brett Kelly, Tina Keown, Vikki Mount, Ray Gamble, Wendy Stokes, Shirley Flanders, Brian Govan, Eileen Fuessel, Edward Schroder, Josh Schroder, Georgia Schroder, Michelle Schroder, Max Schroder, Richard Stokes, Alan Raymant, Peter Splatt, Donald Smith, David McNamara, Chris McNamara, Laura Langmead, Genevieve Morgan, Julian Russo, Andy Shz, Shannon Lee, Harold Hanafiah, Nash Peters, Darren Peters, Junko McBride, Tony Che, Bruno Iannarella and Rick Odgers.

APOLOGIES:

Rachael Lee, Warren Bonning, Gordon Flanders, Jan Law, Mitchell Shields, Craig Shields, Steve Kogas and Jodi Webb

The President welcomed everybody to the meeting and advised this was the 140th year of the club.

MINUTES:

The minutes of the 2018 Annual General Meeting were circulated and approved as true and correct.

Moved: Robert Humphreys Seconded: Michael Roberts

TREASURERS REPORT:

Rick Odgers presented the Profit and Loss Statement for 2018/19. The club made a profit of \$9,450.17 during this period leaving a bank balance of \$36,454.38 as of 30th June 2019.

Moved: Rick Odgers Seconded: David McNamara

SECRETARY'S REPORT

Peter Splatt presented the secretary's report to the meeting. It has been a big year for the club with a large number of undertakings needing to be addressed. President Donald Smith has been tremendous with his leadership and energy. Some of the tasks Donald has committed to include:

- Attended all Tennis Victoria Forums held 3 times a year.
- He successfully gained a grant from the Minister of Sports Department for the Get Females into Tennis Program.

- Participate in Tennis Australia project Club Spark.
- Oversaw the appointment of Victorian Tennis Academy as new club coach January 2019.
- Held official opening of courts in January 2019.
- Organise community raffle held by Waverley Rotary and sponsored by Garry and Warren Smith.
- A number of meetings and emails to Monash Council covering a number of issues concerning Caloola Reserve including electricity supply to clubhouse and courts, completion of plans for new clubhouse due for completion June 2020 and new lease agreement.
- Monash Council conducted a series of meetings on 2 issues Communities Leaders for Female in Sport and a Tennis Forum in which Donald attended all meetings.
- Involvement in club vacating Park Road site in June 2019 after 41 years.
- This week Donald submitted a grant which was titled Stronger Communities Grant.
- In October 2018, Donald was a winner of Tennis Victoria's Volunteer Achievement Award. This award was well deserved.

Donald, on behalf of the club I would like to thank you for efforts and the significant results the club is achieving.

Moved: Peter Splatt

Seconded: Rick Odgers

PRESIDENT'S REPORT

Donald Smith's presidents report is attached and covers a number of issues. Some of the major topics covered are:

- David McNamara was nominated for Tennis Victoria's Highly Commended Service Award and this was awarded to him in July.
- Appointment of the Victorian Tennis Academy as new club coach and we welcome Tina Keown and her coaching team to the club.
- The closeness of the relationship between members of North Oakleigh and Oakleigh Tennis Clubs has helped the club progress in its discussions with Monash Council for an excellent facility to be established at Caloola Reserve.
- Thanked committee members for their contribution.
- Highlighted the need to reduce his own workload on club issues and asked members to become more involved in club affairs.
- The club will nominate for Club of the Year Award with Tennis Victoria. Response from members has very positive and reinforced what the club is doing.

Moved: Donald Smith

Seconded: Peter Splatt

COACH'S REPORT

David McNamara announced his retirement after over 20 years at the club in December 2018. He thanked Donald Smith for his support and efforts. David congratulated Tina Keown from Victoria Tennis Academy on their appointment as club coach of Oakleigh Tennis Club.

Tina Keown thanked everybody for welcoming Victoria Tennis Academy to the club. VTA have been operating for over 20 years. They are keen to work closely with the committee and have attended the recent Tennis Victoria Forum on club / coach relationships.

Moved: Tina Keown

Seconded: Michael Roberts

ELECTION OF OFFICE BEARERS

Donald Smith confirmed the number of positions as per the constitution is President, 2 Vice President, 1 Treasurer 1 Secretary and 7 committee members.

Donald Smith moved a motion to increase the number of ordinary committee members to 10.

Seconded: Alan Raymant Motion carried

The following nominations were made

	Nominations	Proposer	Seconded
President	Donald Smith	Peter Splatt	David McNamara
Vice President	Michael Roberts	Janne Humphreys	Fred Fuessel
Treasurer	Rick Odgers	Peter Splatt	Donald Smith
Secretary	Peter Splatt	Alan Raymant	David McNamara
General Committee	Robert Humphreys	Michael Roberts	Janne Humphreys
	Janne Humphreys	Michael Roberts	Robert Humphreys
	Alan Raymant	Peter Splatt	David McNamara
	Laura Langmead	David McNamara	Peter Splatt
	David McNamara	Peter Splatt	Alan Raymant

Vacancy remains for 1 Vice President and 5 on the general committee.

The President encouraged members to consider becoming involved with the running of the club and fill one of the vacancies.

GENERAL BUSINESS

There is no change proposed to club subscription.

Moved: Donald Smith

Seconded: Michael Roberts

Motion carried by the meeting

The club approached Monash Council about making the unmarked parking space in Atkinson Street (in front of the clubhouse) handicapped parking. The council advised there is not enough space for this but would create 2 parking spaces. Parking in the area would remain at 6 hours only.

Turf One have a 3 year contract with Monash Council for court maintenance. This includes a quarterly grooming of the courts. After this time it will be the club responsibility. The leaves which accumulate on the courts are the responsibility of the club to remove and therefore all members need to assist. The club is looking at installing a 900mm Kelmat mesh on the north fence to help reduce the leaves.

Donald Smith advised the meeting the club has submitted for a \$9,000.00 grant from the Federal Government's Stronger Community Scheme. This would be used to purchase Kelmat screens (as previously mentioned), 65" TV, software package for honour boards, recycled benches and court side scorers.

The new pavilion plans have been finalised with the club sharing with soccer and cricket clubs. This will include 2 Hot Shot courts. It will go to Monash Council for approval in October. Construction is expected to start in early 2020 with completion by the end of the year.

The lease with Monash Council is still in discussion over a number of points and hopefully will be completed before the end of the year.

Chadstone Tennis Club are having their courts rebuilt and have requested assistance with court usage. We will access out court availability when this happens in 2020.

The club is keen to start some social night tennis and hopefully will start this soon.

Michael Roberts thanked Donald Smith and the rest of Oakleigh Tennis Club for making North Oakleigh players all welcome to the club.

Donald also thanked Tony Che and his staff from Harcourts for their attendance. Harcourts are sponsoring a court and have also donated door prizes for tonight's meeting.

DOOR PRIZES

The club offered a number of door prizes as an incentive for members to attend the Annual General Meeting. These prizes had been donated by Harcourts and Tennis Victoria.

There being no further business, the meeting closed at 8.45pm.

2019 has again been a very busy year for Oakleigh Tennis Club, with many highlights for us to celebrate:

- This year marks the club’s 140th anniversary, having been established in 1879.
- The relocation to our new home at Caloola Reserve in January.
- The successful opening at the new courts on January 11.
- The installation of our temporary clubhouse in March.
- The connection of mains electricity power in July.
- Our appointment of a new coaching team (the **Victorian Tennis Academy**) after David McNamara’s richly deserved retirement after 25 years of outstanding service to the club.
- Our successful application to Tennis Victoria which saw David McNamara receive a Highly Commended Service Award to recognise his 25 years of service to the club, and 50 years of service to the sport, which was presented at the recent Tennis Victoria Community Forum.
- The way that the VTA team, expertly lead by Tina Keown, has embraced the club and has already become an integral part of the club’s operation, bringing new energy and ideas to help the club grow and thrive.
- The work VTA’s Brett Kelly has done after volunteering to take over the Saturday and Sunday morning match day Junior Convenor roles, entering match scores and volunteering to be part of Waverley District Tennis Association’s night tennis committee to help re-grow night tennis in the region.
- Our successful application for a \$5000 grant from the Victorian Government’s Change Our Game initiative to promote female participation.
- The success of our **Try Tennis For Free** and **Get Females Into Tennis (Get F.I.T.) Program**, which saw the number of registered participants at our club increase from 150 to over 500, and our membership numbers increase to over 400 within a few months of our new tennis facility opening.
- With the boom in memberships, the associated rise in our club’s bank balance to over \$30,000.
- Our involvement with Monash Council’s **Community Leaders United By Sport (CLUBS)** program to promote female participation, with an associated \$1000 grant which went towards funding our Get F.I.T. Program.
- The ongoing support from our long-standing sponsor, **Garry and Warren Smith Motors, Oakleigh**.
- The support from our new sponsors, **Harcourts Real Estate at Oakleigh** and the **Bendigo Community Bank at Pinewood**.
- The continuing closeness of the relationship between members of Oakleigh Tennis Club and North Oakleigh Tennis Club, and the tremendous support NOTC have been as we have worked tirelessly together with Monash Council to ensure the Caloola Reserve tennis facility meets the needs and expectations of the local tennis community to guarantee its long-term success.

These things don’t just happen by themselves, and I would like to thank all the members of our hard-working committee for their efforts over the past 12 months, namely:

- **Peter Splatt** - our secretary, minute secretary, senior & Pennant convenor who does a mountain of work for the club.
- **Rick Odgers** – for all his work as our club’s treasurer.
- **Michael Roberts** – our Vice-President, who has liaised extensively with Monash Council to get the many of the problems we have had with the facility rectified.

- **David McNamara** – our Vice-President and retiring head coach whose efforts over the past 25 years set the framework for the club to start its new chapter at Caloola Reserve, and also for his support to help our new coaches from VTA settle into the club so well.
- **Robert Humphries** - for all his technical expertise which has been of great assistance in our dealing with Monash Council.
- **Janne Humphries** - for all the great ideas she has had to make the club more friendly and accessible, and for support she and Rob have given with catering for the juniors at VTA special events.
- **Laura Langmead** - for the support by phone calls, emails and texts while being a very busy mother of 2 young children.
- **Alan Raymant** – for all the maintenance work he has done, especially to keep our old Park Road courts playable with very few resources until we moved to Caloola Reserve.

I would also like to thank **Scott and John-Paul McNamara** for all the work they did in 2018 until David's retirement to keep the coaching and competition going when David was not available, and wish them all the best in their new tennis coaching careers in the United States and Inverloch respectively.

The initial success and growth of our club since moving to Caloola Reserve owes a lot to Tina Keown and all the team at VTA, and I would like to thank them for embracing our club in the way they have, and for all their cooperation, communication, innovation and enthusiasm, which is greatly appreciated. Thank you to Brett Kelly for volunteering to take over the Junior Convenor roles, which are crucial to our club's junior tennis program.

Please familiarise yourself with all the good work that VTA have been doing since joining our club by reading their term 1 and term 2 reports which are also posted on our club's website, or can be accessed by clicking on the below links:

<https://www.tennis.com.au/oakleightc/files/2019/08/VTA-OTC-Term-1-2019-Report.pdf>

<https://www.tennis.com.au/oakleightc/files/2019/08/VTA-OTC-Term-2-2019-Report.pdf>.

Thank you to everyone else at the club who has helped or shown their support in any way over the past year, be it maintenance, working bees or anything else.

As President, I am keen to build on the above achievements and am excited about our club's future. There are a lot of improvements I would like to make, but as a full-time worker, there are only so many hours in the day or week that I (or any committee member) can spend on club affairs.

Also, the rapid recent growth of our club, the ongoing negotiations with Monash Council surrounding our lease, issues with the current facility and plans for stage 2 of the facility (the new pavilion) have created a lot of work for all members of our small committee and for me personally.

At this point in time, I believe the most important roles that I should be performing as President are:

- Setting the framework for the club to be as sustainable as possible for the future.
- Securing sponsorships for the remaining 6 courts to ensure our long-term financial stability.
- Working with Monash Council to ensure the best result for the club for the new pavilion and surrounds.
- Encouraging and empowering more members to become actively involved in running the club.
- Making the running of the club as easy as possible for those who do volunteer to help.
- Getting ClubSpark and Book-A-Court fully operational.
- Understanding and accommodating more of our members' playing requirements.

As much as I enjoy being involved and helping out all aspects of the club, my ability to spend time on the priorities I have outlined is reduced if I am spending lots of time on:

- Membership tasks – approving memberships & answering queries.
- Team entries.
- Helping to find emergencies for teams.
- Grant Applications.

To put the current situation simply:

- Oakleigh Tennis Club is run by volunteers.
- How good our club is (what we can offer, how quickly, efficiently and cost-effectively we can deliver it) directly depends on how many members volunteer in some ongoing and meaningful capacity at the club.
- We know all members have skills that can be of assistance.
- We need everyone to get involved in your help.

Our club really needs members to step up and provide some meaningful assistance. I receive a lot of emails from members advising of problems, offering suggestions, asking questions and making requests, and this communication is welcomed. However, apart from the committee, I have received very few offers of assistance with the ongoing day-to-day running of the club. To those who have provided assistance, thank you.

Please read the documents which I have posted on our website earlier this week (or click on this link):

<https://www.tennis.com.au/oakleightc/files/2019/08/OTC-AGM-2019-Posters.pdf>

I ask all members to think about their own relationship with YOUR tennis club - Oakleigh Tennis Club: Are you a Club SERVER, or just a RECEIVER?

We have made some great progress over the past 12 months, but if our club is to be successful, we need more people to be “servers” at YOUR club, especially:

- Competition players
- Parents of Junior competition players
- Social players

Our incorporated rules state that the purposes of the club are:

1. To provide a safe, well-maintained environment where tennis can be played.
2. To promote the game of tennis to any interested member of the community.
3. To arrange competition tennis for members of the association.
4. To provide tennis coaching for any interested party who wishes to improve their standard.
5. To arrange social activities for the enjoyment of members of the association.

As president, I refer to these purposes to define the success of our club in simple terms, which are:

- Do we have a well-kept tennis facility that people like to play at?
- Is our club open to all members of the community?
- Do we cater for everyone’s tennis-playing needs, be they social, competition, coaching (or other)?

If we get the above fundamentals right, other measures of success such as the number of teams we have, premierships and club finances will look after themselves, but to me the most important measure of success is participation – are the courts full through most times of the week, but not so crowded that members cannot play when they want & how they want?

Even if you think you can only make a small voluntary time contribution to help the club, it all helps. For example, if just **100 members** (1/5 of our membership) were able to offer an average of **30 minutes per fortnight**, it would provide the club with **an extra 25 hours of voluntary assistance per week**. This would make an enormous difference to the running of the club, and would be greatly appreciated.

2018-19 COMPETITION SUMMARY:

JUNIORS

WDTA SUMMER 2018-19

Saturday Juniors

President's Cup A 1	- 7th
Boys S/D Rubbers A Reserve 2	- 5th
Boys S/D Rubbers B 1	- 8th
Boys S/D Rubbers B 2	- 4th

Sunday Juniors

S/D Open Rubbers B 4	- 6th
Triples Singles/Doubles C 5	- 5th
Triples Singles/Doubles D Special 1	- 2nd (Jack Rabach, Dante Caputo, Rayaan Kochhar)
Triples Singles/Doubles D Special 4	- 4th
Triples Singles/Doubles D 7	- 4th

WDTA WINTER 2019

Saturday Juniors

Boys S/D Rubbers A Reserve 2	- 3rd
Boys S/D Rubbers B 2 Pts	- 6th
Boys Triples D Special 2	- 7th
Boys Triples D 2	- 3rd

Sunday Juniors

Triples Singles/Doubles C Special 1	- 5th
Triples Singles/Doubles C 4	- currently 2nd
Triples Singles/Doubles D Special 1	- currently 3rd

SENIORS

WDTA WINTER 2018

Open Singles/Doubles B 2	- 1 st (Michael Sezenias, Bill Sezenias, Julian Sezenias)
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WDTA SUMMER 2018-19

Open Singles/Doubles B Special 3	- 3rd
Open Singles/Doubles B 1	- 5th
Open Singles/Doubles B 2	- 1 st (David Lawrence, Julian Sezenias, Bill Sezenias)

WDTA WINTER 2019

Open Singles/Doubles B 1	- 3rd
Mixed Rubbers B 1	- 5th

TENNIS VICTORIA PENNANT (WINTER)

2018 Women's Pennant	Grade 2 - Section 2	- 6th
2018 Men's Pennant	Grade 10 - Section 1	- 3rd
2019 Women's Pennant	Grade 2 - Section 2	- 7th
2019 Men's Pennant	Grade 9 - Section 1	- 6th

NIGHT TENNIS

Autumn 2018

WDTA Tuesday Open Doubles B 1	- 3rd
BDNTA Thursday Open Sec 1	- 3rd

Spring 2018

WDTA Tuesday Open Doubles B 1	- 4th
BDNTA Tuesday Open Sec 1	- 3rd
BDNTA Thursday Open Sec 1	- 3rd

Autumn 2019

WDTA Tuesday Open Doubles B 1	- 2nd
BDNTA Tuesday Open Sec 1	- 5th
BDNTA Thursday Open Sec 1	- 7th

Spring 2019

WDTA Tuesday Open Doubles B 1	- 4th (currently)
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At the end of my 2018 President's report, I set a goal for Oakleigh Tennis Club to win the Most Outstanding Club or Centre of the Year award within the next 2 years. Having witnessed the club's many successes in 2018-19 (as detailed above), we felt this year presented a great opportunity for us to nominate our club for this award, so we have submitted our entry and await notification on September 3rd as to whether we are one of the state finalists.

I have posted the details of our entry (where we had to answer 10 questions about our club, each in less than 500 words) on the club's website for you to read, or click on the below link to access it:

<https://www.tennis.com.au/oakleightc/files/2019/08/OTC-2019-Club-Of-The-Year-Entry-member-feedback.pdf>

Thank you to all the people who sent emails of feedback and support (which appear at Question 9), which gave me a great lift to read and include in our submission.

Please consider what you can do to help make your club better for everyone.

Thank you again for your attendance and your attention.

Donald Smith

President - Oakleigh Tennis Club

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What type of member are you - a **CLUB SERVER** or a **RECEIVER**?

A CLUB SERVER:

- Attends Annual General Meetings (or fills in the proxy form if they are unable to attend).
- Responds promptly to club emails, instructions, requests & surveys.
- Promptly fills in team entry forms and pays ball money if playing competition.
- Gives plenty of notice if they are unavailable for competition, so emergencies can be found.
- Arrives at least 15 minutes before the starting time for competition matches.
- Ensures their membership is current, paid and their details are up to date.
- Helps to maintain the courts and surrounds – without being asked.
- Ensures the clubhouse is clean and tidy before leaving.
- Ensures all clubhouse and court lights are turned off and gates are locked before leaving.
- Reports issues (without complaining) and suggests ways that the club can improve.
- Offers to help in any way they can around the club.
- Advises the committee of skills they have and their willingness to help share the load.
- Volunteers to serve on the committee or for a specific non-committee role.
- Is appreciated by the committee for their valued efforts, no matter how great or small, and for the great example they are setting for other club members to follow.



A RECEIVER:

- Couldn't be bothered to attend Annual General Meetings.
- Never responds to club emails (requiring reminders to be sent).
- Must be chased to keep their membership up to date and paid for.
- Must be chased to fill in team entry forms and pay competition ball money.
- Rarely arrives 15 minutes before competition matches start, and is often late.
- Gives last minute notice of their unavailability to play competition matches, making it much harder to find emergencies, risking their team's forfeit, loss of points and club fines.
- Doesn't do anything to help maintain the courts, clubhouse and surrounds.
- Is quick to complain when there is a problem, but never volunteers to be part of the solution.
- Has valuable skills which may be of help to the club, but doesn't offer them to the club.



WE NEED EVERYONE TO BE A CLUB SERVER!

WHAT TYPE OF CLUB MEMBER ARE YOU?

THE BALL IS IN YOUR COURT!

Profit & Loss Statement

July 2018 To June 2019

Income		
MEMBERSHIP		
Mem Mid week \$125	\$10.00	
Mem- Family \$350	\$6,650.00	
Mem Seniors \$140	\$4,760.00	
Mem Student \$120	\$1,200.00	
Mem Junior (Under 18) \$80	\$1,600.00	
Mem Peensioner \$70	\$280.00	
Mem Night Tennis \$50.00	\$548.00	
Total MEMBERSHIP		\$15,048.00
OTHER MEMBER INCOME		
Ball Money - Seniors \$30	\$310.00	
Ball Money - Pennant \$60	\$420.00	
Ball Money - Juniors \$30	\$1,160.00	
Grants	\$14,750.00	
Sale- Entertainment Book	\$306.00	
Sale - T'Shirts \$40	\$80.00	
Sponsorship		\$3,250.00
Court Hire (Visitors Fees)	\$4,722.76	
Night Court Hire	\$384.00	
Night Tennis Comp	\$1,540.00	
OTHER INCOME	\$665.00	
Total OTHER MEMBER INCOME		\$24,337.76
Total Income		\$42,635.76
Gross Profit		\$42,635.76
Expenses		
PLAYER EXPENSES		
Player Insurance & Affiliation	\$1,710.00	
Tennis Vic Team Entries	\$190.00	
WDTA Team Entries	\$40.00	
BDNTA Team Entries	\$590.00	
Consumer Affairs Fees	\$57.80	
WDTA Fines	\$230.00	
Trophies	\$34.00	
Tennis Balls	\$877.50	
Keys	\$120.00	
Raffle Tickets	\$6,000.00	
Total PLAYER EXPENSES		\$9,849.30
MAINTENANCE		
Equip & Fixtures Rep & Maint	\$306.00	
Court Maintenance	\$140.00	
General	-\$50.00	
Total MAINTENANCE		\$396.00
COST OF MERCHANDISE		
Shirts	-\$20.00	
Total COST OF MERCHANDISE		-\$20.00
ADMINISTRATION		
Depreciation	\$3,437.40	
Electricity	\$1,433.38	
Kitchen Supplies	\$17.00	

This report includes Year-End Adjustments.

Profit & Loss Statement

July 2018 To June 2019

Lease Rent	\$1,222.60	
Loss on Sale of Asset	\$13,749.61	
Telephone	\$1,039.39	
Water	\$1,760.47	
Washroom Services	\$300.44	
Total ADMINISTRATION		\$22,960.29
Total Expenses		\$33,185.59
Operating Profit		\$9,450.17
Net Profit/(Loss)		\$9,450.17

This report includes Year-End Adjustments.

Balance Sheet

As of June 2019

Assets	
NAB Cheque Account	\$10,954.38
Bendigo Bank Everyday Acc	\$20,500.00
Bendigo Bank Sinking Fund Acc	\$5,000.00
Total Assets	\$36,454.38
Liabilities	
Net Assets	\$36,454.38
Equity	
Retained Earnings	\$27,004.21
Current Earnings	\$9,450.17
Total Equity	\$36,454.38

This report includes Year-End Adjustments.