

Minutes of the Weston Creek Tennis Club February Committee Meeting held on Tuesday 5th February 2019, 7:30pm, Club

1	PRESENT
	Stewart Back, Geoff Kotz, Clair Dupont, Hugh Bush, Brian Chauncy, Lorraine Ovington, Dan Green and Maggie King.
2	APOLOGIES
	Mark Walton, Johnny Swientek & Graeme Rossiter.
3	ACCEPTANCE OF PREVIOUS DECEMBER MINUTES
	3.1 The Executive Committee accepted the December minutes with no amendments.
4	BUSINESS ARISING FROM PREVIOUS DECEMBER MINUTES
	<p>Complete</p> <ol style="list-style-type: none"> 1. Brian to inform other users that the 'Hooker' charity tennis day will be using all the courts on the day so will not be available for other to use. 2. Hugh to procure new tables and chairs for new Gazebo's which are similar to the old ones by the start of the busy peak holiday period so they can be used during the summer season. 3. Stewart & Brian to send general email advising all members of possible overuse of courts towards the end of the school holidays. 4. Brian to change times for club lighting to follow day light saving times. 5. Clair or Brian to send email informing members of no play nights for Wednesday night social tennis on 26th December 2018 and 2nd January 2019. <p>Delete</p> <ol style="list-style-type: none"> 6. Clair will further progress the Social Tennis Afternoon for the Committee if there is enough that can attend. 7. Clair to develop a monthly update for members via email. <p>New</p> <ol style="list-style-type: none"> 8. Geoff will further investigate the purchases of a home security (CCTV) system and advise Executive. Number one option is current a Jaycar system for \$449 which has four cameras and 1 TB harddrive. Club would need to get a monitor. 9. Brian to investigate as super administrator if he can you override other bookings in Book a Court or enquire with book a court administrators 10. Stewart to enquire about plexicushion courts with Power Courts in the Hunter Valley

5	CORRESPONDENCE
	<ol style="list-style-type: none"> <li data-bbox="326 275 1474 380">1. The Clubs application for the Community Sport Infrastructure Grant Program was unsuccessful in the first round of announcements. The Clubs application remains eligible for the second round. <li data-bbox="326 422 1455 495">2. The East Hotel Canberra Challenger was held 6-12 January 2019. Tom Evans (AUS) was representing WCTC for the chance for the club to win a BBQ <li data-bbox="326 537 1419 751">3. On 8 January 2019, Stewart requested permission from the Executive Committee to purchase a blower/vacuum machine to tidy up the leaf and other debris around the Club. Brian informed the Committee that a battery powered or petrol blower would need to be purchased as there are no power points. On 10 January 2019, Stewart requested approval to purchase a STIHL Blower/Vacuum. Executive approved. The blower was purchased on 14th January 2019. <li data-bbox="326 793 1422 867">4. The LJ Hooker Charity Day will be held on Sunday 10 February 2019 from 10 am to 4 pm. Members were informed about the event and about court usage. <li data-bbox="326 909 1474 1052">5. On 25 January 2019, Stewart informed Tennis ACT that WCTC did not wish to participate in the Book A Court – First 50 Bookings Promotion as it gives out numerous other discounts and would prefer to see effort put into educating the community that tennis is an excellent investment instead. <li data-bbox="326 1094 1466 1381">6. On the back of Summer Club Forum and the presentation from Henley South, ACT Tennis wanted to offer each affiliated club the opportunity to produce a club logo at a discounted rate. Tennis ACT is prepared to contribute and assist in funding the production of club logos for 8 clubs which wish to be involved. If we wish to be involved we need to let Tennis ACT know by COB Friday 15th of February. If they receive more than 8 interested clubs they will have to assess each and shortlist based on those that have teams in pennant and other factors. The Executive decided not to produce a logo at a discounted rate. <li data-bbox="326 1423 1471 1566">7. Tennis Australia and Tennis ACT invite the Club to take part in the inaugural Tennis Australia Club Development Roadshow on Wednesday 6th March 2019 from 5pm at the Pavillion on Northbourne. Mark Walton informed the Committee that he should be able to attend on behalf of WCTC. <li data-bbox="326 1608 1471 1717">8. The Club house door was left open on the evening of Saturday 1st February 2019 allowing vandals to spread barbeque sauce over the floor, tables and kitchen bench and oil over the floor. Please remember to close the door when you are finished your game. <li data-bbox="326 1759 1474 1833">9. Many thanks to Hugh Bush, Geoff Kotz and Brian Chauncy for all their efforts in building new tables and benches for the new gazebos for use by members and visitors.

6.1 PRESIDENT

1. The Club bought 30 new plastic chairs for \$299.

6.2 TREASURER

1. Refer to [Treasurer's Report](#).
2. The account balances are still looking healthy. We have recently reinvested the Term Deposit funds for a further 7 months at 2.5% Interest. We have purchased an electric "blower/vac", extension cords and leaf rakes to assist keeping the grounds tidy. We have also purchased timber etc. to make furniture for the gazebos. At this stage there is no news regarding our CSI grant application or the ACT Govt. Sports and Recreation grant application. We will finalise the application for TA's National Court Rebate when necessary
3. **ACTION: Geoff to investigate cause of leaking in women's bathroom. Once cause of leak is found, Geoff will get quotes, advise the Executive, and fix as per Executive approval.**

6.3 MEMBERSHIP

1. There were 292 members as of 3 February 2019.
2. **ACTION: Brian to investigate Book A Court system.**

6.4 COACH

1. Refer to [Coach Report](#).

6.5 PENNANT

1. Refer to [Pennant Report](#).
2. Dan needs about 50 cans of tennis balls. He currently has around 18 cans so would need another 30 tins which Stewart should have.
3. **ACTION: Dan to contact Stewart and organise remaining cans of balls for pennant.**
4. Executive agreed to allow new members who want to play in the Autumn pennant season to join as members in March so they don't need to pay pro rata fees.

6	GENERAL BUSINESS
	<p>6.1 Dead Branch</p> <ol style="list-style-type: none"> 1. The Eucalyptus branch is too big and up too high for the Club to remove it, so a professional tree feller will need to be used. 2. ACTION: Geoff will get professional advice about tree branch and then proceed with getting it removed following Executive approval. 3. ACTION: The Elm tree worms have reappeared. Stewart will organise to get the tree reinjected in winter / end of winter. <p>6.2 Sand Pit</p> <ol style="list-style-type: none"> 1. The Executive agreed that nothing would be done to the sand pit at this time. <p>6.3 Membership Renewal (April 2019)</p> <ol style="list-style-type: none"> 1. The Executive agreed that Weston Creek Tennis Club membership fees will stay the same as 2018 because they were increased in 2018. Members will need to renew their membership within 1 month on receiving notification of renewal. 2. ACTION: Brian to set up membership system for new period, send individual emails to current members and send out email to all members. 3. ACTION: Clair to update website with membership renewal information once Brian is ready. <p>6.4 Electrician</p> <ol style="list-style-type: none"> 1. ACTION: Geoff to follow up with electrician for club outside lighting.
7	NEXT MEETING: Tuesday 9th April 2019
	7.1 The next meeting will be held on Tuesday 9 th April 2019.
8	MEETING CLOSE
	8.1 The meeting closed at 9:18 pm.
9	ACTION LIST
	9.1 Refer to Action List as of 5 February 2019.

Prepared by Clair Dupont

Action List

#	Item	Date Raised	Actioned By	Comments	Progress
1	Geoff to investigate cause of leaking in women's bathroom. Once cause of leak is found, Geoff will get quotes, advise the Executive, and fix as per Executive approval.	5/2/19	Geoff		In Progress
2	Brian to investigate Book A Court system.	5/2/19	Brian		In Progress
3	Dan to contact Stewart and organise remaining cans of balls for pennant.	5/2/19	Dan		In Progress
4	Geoff will get professional advice about tree branch and then proceed with getting it removed following Executive approval.	5/2/19	Geoff		In Progress
5	The Elm tree worms have reappeared. Stewart will organise to get the tree reinjected in winter / end of winter.	5/2/19	Stewart		In Progress
6	Brian to set up membership system for new period, send individual emails to current members and send out email to all members.	5/2/19	Brian		In Progress
7	Clair to update website with membership renewal information once Brian is ready.	5/2/19	Clair		In Progress
8	Geoff to follow up with electrician for club outside lighting.	5/2/19	Geoff		In Progress

9	Brian to respond to the Majura court resurfacing email enquiry and introduce them to Craig Bowron from Sports Zone.	4/12/18	Brian		In Progress
10	Graeme will get some CCTV stickers for club.	4/12/18	Graeme		In Progress
11	Geoff will further investigate the purchases of a home security (CCTV) system and advise Executive. Number one option is current a Jaycar system for \$449 which has four cameras and 1 TB harddrive. Club would need to get a monitor.	4/12/18	Geoff		In Progress
12	Brian to investigate as super administrator if he can you override other bookings in Book a Court or enquire with book a court administrators	5/2/19	Brian		In Progress
13	Graeme will follow up with the results of the ACT Grant.	4/12/18	Graeme		In Progress
14	Clair and Lorraine to develop a WCTC Survey.	4/12/18	Clair & Lorraine		In Progress
15	Stewart to enquire about plexicushion courts with Power Courts in the Hunter Valley	4/02/2019	Stewart		In Progress
16	Graeme to send grant application to Clair for records. - ACT Community Grant \$3000		Graeme	Graeme to resend to Clair 4/12	In Progress
17	Executive/Graeme to set up coaching brainstorming session.		Graeme		In Progress

18	Mark Walton to provide a more detailed Business Plan to the Executive.	08/14/2018	Mark		In Progress
19	Graeme will further investigate fencing costs and the clubs needs after the outcome of the grants have been announced.	10/09/2018	Graeme		In Progress
20	Graeme and Maggie will work on the Clubs Strategic Plan including a refurbish court plan or program.	11/04/2018	Graeme	Content is ready. Need to wait until outcomes of grants. 4/2	Ongoing
21	Constitution	06/02/2018	Hugh		Watch & Act

Treasurer's Report

Income/Expense Comparison by Category - YTD

Category description	1/04/2017- 02/02/2018	1/04/2018- 02/02/2019	Amount Difference
INCOME			
Court Hire - Casual	1,052.00	3,101.00	2,049.00
- Coaching	7,800.00	8,800.00	1,000.00
- External	1,300.00	1,492.00	192.00
- Social	3,509.95	4,598.00	1,088.05
- Court usage fees - BookaCourt	6,682.05	7,796.87	1,114.82
TOTAL Court usage fees	20,344.00	25,787.87	5,443.87
Interest	0.00	0.00	0.00
Membership - Joining Fees	1,425.80	120.00	-1,305.80
- Subscriptions	21,951.80	19,870.00	-2,081.80
- Subscriptions - Stripe	9,884.30	11,887.49	2,003.19
TOTAL Membership	23,377.60	19,990.00	-1,384.41
Pennant player fees	5,997.00	6,050.00	53.00
Sponsorship	3,072.42	1,865.92	-1,206.50
Sundry income	0.00	0.00	0.00
Insurance Claim	0.00	7,100.97	7,100.97
TOTAL INCOME	62,675.32	72,682.25	10,006.93
EXPENSES			
Administrative expenses - Administration	1,642.83	1,249.10	393.73
- Court control	1,000.00	0.00	1,000.00
- Key cutting	0.00	0.00	0.00
- Printing, Postage	0.00	29.00	-29.00
TOTAL Administrative expenses	2,642.83	1,278.10	1,364.73
Advertising	0.00	457.15	457.15
Affiliation	5,300.00	5,300.00	0.00
Asset purchases(Paint etc., Gazebos)	144.20	23,652.50	23,508.30
Audit	550.00	330.00	-220.00
Clubhouse cleaning & maint	0.00	0.00	0.00
Consumables - Cleaning materials	0.000	175.26	175.26
- Club house	180.69	40.00	-140.69
- Tennis balls	882.00	176.40	-705.60
- Other	0.00	0.00	0.00
TOTAL Consumables	1,062.69	391.66	-671.03
External Court Hire	-496.00	-60.00	436.00
Govt. Charges - Land rent	4,182.75	4,261.05	78.30
- Miscellaneous fees	78.00	84.00	6.00
- Rates	6,327.15	6,602.30	275.15
Grounds Maintenance - Ad-hoc	0.00	154.00	154.00
- Scheduled	2,112.00	1,815.00	-297.00
- Other	0.00	0.00	0.00
Insurance	1,587.93	1,626.08	38.15
Key deposit refunds	100.00	0.00	-100.00
Pennant team fees	2,980.00	5,420.00	2,440.00
Sundry expenses	0.00	0.00	0.00
Utilities - Electricity	5,495.09	6,215.71	720.62
- Waste removal	1,517.14	982.30	-534.84
- Water & sewerage	2,000.12	1,892.85	-107.27
TOTAL EXPENSES	35,583.90	60,402.70	24,818.80
OVERALL TOTAL	27,091.42	12,279.55	

Financial Report as at 2 February 2019

Cheque Book	Opening Balance 1/4/2018		2,891.61
	Income	72,682.25	
	Expenses	60,402.70	
			15,171.16
	Deduct Transfers to Online Saver	-20,000.00	
	Add Transfer to Cheque Account	10,000.00	
	Closing Balance as at 2 February 2019		5,171.16
Online Saver	Opening Balance 1/4/2018		61,126.54
	Interest	171.28	
	Deduct Transfers to Term Dep.	-50000.00	
	Deduct Transfers to Cheque Acc.	-10000.00	
	Add Transfers from Cheque Acc	20000.00	
	Closing Balance as at 2 February 2019		21,297.82
Term Deposit	Opening Balance 1/4/2018		50,779.62
	Interest	1,830.66	
	Add Transfers from Online Saver	50,000.00	
	Closing Balance as at 2 February 2019		102,610.28

The account balances are still looking healthy . We have recently reinvested the Term Deposit funds for a further 7 months at 2.5% Interest. We have purchased an electric "blower/vac", extension cords and leaf rakes to assist keeping the grounds tidy. We have also purchased timber etc. to make furniture for the gazebos. At this stage there is no news regarding our CSI grant application or the ACT Govt. Sports and Recreation grant application. We will finalise the application for TA's National Court Rebate when necessary

Coach Report



Weston Creek Tennis Club Junior/Coach Report

Date : 5th Feb 2019

Hi to all busy times for tennis this time of the year with the Aussie Open always generating great interest for our sport. So I will be brief with the report.

Things to note are :

- Open day this Sat 9th Feb 12noon to 2pm for any interested families students etc. We will be running free coaching activities, so hopefully the club will do a membership drive. (I do suspect that this will be a lot quieter than our charity day so am happy to administer the club membership drive on the day if no one can attend. We also may want to think of a better way to do this 2nd community day for the future as it is not as effective as our Sept day).
- Already large numbers of students are playing tennis this term with over 300 students doing tennis.
- I will be away from the 10th to 17 of March, but will be contactable on the phone. (Holiday for my 50th Birthday)
- Bowral Junior Trip 13th & 14th April
- Albury Grasscourt Tournament 19th to 22nd April

Please note Term 1 2019 will start Mon 4th Feb & finishes the week of the 8th of April 2019 Finally the change of business structure has changed with Robert Jamieson, now owning 10% of CSOT. AS mentioned before, this will not change any of my roles as the coach for Weston, but just thought that you as the club should know & if you have any queries I am only too happy to discuss. With all this sorted early in the new year I am then going to concentrate on forwarding the business proposal to the club, as soon as possible, for us all then to look at & see if this is a viable option for the club in the future.

Many thanks

Regards Mark Walton Club Coach

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Pennant Report

The Walking Clinic Summer Competitions finished in late January. There was a shortened 6 week competition running over the Christmas/New Year period. The Weston Creek Tennis Club was represented by 4 teams (3 teams in the Monday/Tuesday night competition and 1 team in the Thursday Night Mixed Competition). On Monday/Tuesday nights our Division 1 team lost a close grand final to finish second, our Division 2 team finished sixth and our division 5 team finished third. On Thursday night our Division 2 team finished fourth. Congratulations to all captains and teams who participated in Summer.

2019 Autumn pennant registrations are now open and close on the 8th February. There has been increased interest following the Australian Open and it looks like Weston will have 10-12 teams across all competitions.

Players can register their teams at <https://leagues.tennis.com.au/my/league-nomination> . Full instructions can be found on the WCTC website <https://www.tennis.com.au/westoncreektc/adult-pennant/pennant-online-registration>.

Dan Green
WCTC Pennant Captain