



Weston Creek Tennis Club

Minutes of Weston Creek Tennis Club December Committee Meeting held on Tuesday 6th December 2022, 7:30pm, Club

1. Present

Peter Ward, Graeme Rossiter, Phillip Stephens, Clair Dupont, Lorraine Ovington, Max Rafferty, Dan Green, Tony Laudenbach, Maggie King, Mark Walton and Thomas Fuller, Johnny Swientek and Geoff Kotz.

2. Apologies

Brian Chauncy

3. Acceptance of Previous June Minutes

3.1 The minutes from the previous October meeting were accepted with the following amendment:

- Point 6.8 - It should be 2023 instead of 2022.

4. Business Arising from Previous Minutes

4.1 Refer to [Action List](#) as of 24 January 2023.

5. Correspondence

5.1 Refer to [Correspondence](#).

5.2 **\$800,000 Funding Update:** The President advised provided an update to the Committee.

6. Reports

President

6.1 Refer to [President's Report](#).

Treasurer

6.2 Refer to [Treasurer Report](#)

Project

6.3 Refer to [Project Report](#).

Membership

6.4 Refer to [Membership Report](#).

Coaching

6.5 Refer to [Coaching Report](#).

6.6 The Club received a certificate from RMHC congratulating it for raising \$6009 from the RMHC fund raising event.

Canberra Tennis League

6.7 Refer to [Club Captain Report](#).

Rebel Sport

6.8 Refer to [Rebel Sport Report](#).

7. General / Other

7.1 ACTION: Graeme to take load of lost property and old chairs to tip on Fri 9 Dec 2022.

7.2 ACTION: Discuss Notice Board at next meeting or via email.

7.3 Refer to [New Show Court](#) information. For further discussion in future planning.

7.4 Refer to [WCTC Dec Snapshot](#). court usage, membership age, capture just retiring age cohort, social doubles on Sunday with nibbles/BBQ. **ACTION: Max and Tony to investigate organising WCTC Sunday Social Tennis.**

7.5 ACTION: Executive to send EOI for auditor in email to members.

7.6 ACTION: Executive to write BBQ terms of use including paying \$50 bond which user gets back if cleans the BBQ after use.

8. Next Meeting

8.1 The next WCTC committee meeting will be held on Tuesday 7th February 2023.

9. Meeting Close

9.1 The meeting closed at 8:55 pm.

Prepared by WCTC Secretary, Clair Dupont

Action List as of February 2023

Reference #	Item	Actioned By	Comments	Progress
06/12/2022-7.2	Discuss Notice Board at next meeting or via email.	Committee		Open
06/12/2022-7.4	Max and Tony to investigate organising WCTC Sunday Social Tennis.	Max & Tony		Open
06/12/2022-7.6	Executive to write BBQ terms of use including paying \$50 bond which user gets back if cleans the BBQ after use.	Executive		Open
11/10/2022-6.5	Executive to organise a Gazebo Working Bee to clean and oil the wooden flooring, table and bench seat tops and balustrading. Request volunteers to assist.	Executive		Open
11/10/2022-7.4	Clair to fix/create WCTC Google Business Profile.	Clair	In Progress: Profile appears to be validated (without postcard but sent email). Need to remove/merge 2 other duplicate profiles and link to WCTC on google as still showing CSOT as first option. However others are seeing my new profile.	Open
07/06/2022-6.5	Max to investigate possible grants for the purchase of a battery to put the electricity generated from the solar on the roof back into the Club.	Max	In Progress	Open

07/06/2022-7.1.4	Graeme/Geoff/Tim to conduct an audit of the Club's nets and replace where necessary. There may be some spare/new nets in the storage shed.	Graeme / Geoff/Tim / Phillip / Lorraine	11/10: 29 defects were identified in the nets. Half of the defects have been dealt with. Some will need to be replaced as top band wearing. Next need to look at nets in shed. Geoff to help with audit of nets in shed. 6/12: Graeme/Phillip to check nets in sheds on Friday. Missed Yarrawonga competition but another one in February 2023.	Open
07/06/2022-7.1.6	Graeme and Geoff to determine a suitable solution for the water in conjunction with new BBQ and tiles at Club's entrance (survey).	Graeme / Geoff / Max	6/12: BBQ installed, water and tiles still pending	Open
12/04/2022-6.9	For membership in 2023-24, Exec to consider merging of membership types and increasing membership fees to cover credit card charges.	Executive	7/6: Look at for 2023-24. 11/10: Exec to look at new Premium Membership to include both night and day court hire	Open
12/04/2022-7.2	Investigate options for branded merchandise (t-shirts, hats).	Mark / Max/ Clair	In Progress.	Open
08/02/2022-7.2	Consideration of purchase of New Television for Club	Committee	7/6: Mark to look at opportunities through a grant / other options.	Open
09/11/2021-6.13	Membership Analysis	Clair		Open

09/11/2021-7.3	Mark to send Sponsorship discussion paper to Committee for further discussion.	Mark	7/6: Mark, Tony, Max to talk with Woden Club about how to target certain demographics.	Open
09/11/2021-7.4	Members Survey	Peter / Clair / Dan	7/6: Survey closed on 14 April 2022. Altogether 113 responses were received. Dan provide analysis to Committee on 7/6 which created a few new action items.	Open
08/06/2021-6.6	Key Register	Committee	6/12: Confirm who needs new master key - Dan & Johnny? Maggie to change store room code.	Open
08/06/2021-6.14	Dan Green to audit/investigate league numbers, income and costs over the past couple of years	Dan / Phillip		Open
13/04/2021-5.2	Committee to develop an agenda and decide on date for Tennis ACT work from club day.	Peter	7/6: Exec to check with Tennis ACT if still available	Open
08/12/2021-6.9	CCTV Cameras in Car Park	Graeme	Received Response from Minister that installation of CCTV cameras in carpark I on the list. 6/12: Sensor lights installed after installation of new gate. Change title to CCTV only.	Open

13/10/2020-6.18 13/10/2020-6.19	Graeme digitise competition winning flags. Graeme to collect competition plaques.	Graeme	7/6: Graeme to contact Collen Adrian as should know history and location of old flags. Plaques have been put on display in clubhouse.	Open
16/06/2020-5.4	Club Photos	Graeme / Clair	7/6: Clair/Mark to send photos to Graeme for flyer.	Open
13/10/2020	Executive to talk to Mark Walton regarding contract, payments, exclusive rights and the update membership flyer/brochure.	Executive	Contract expired November 2022.	Open
09/11/2021-6.9	Graeme, Geoff and Brian to purchase and install new shed.	Graeme, Geoff and Brian	11/10: Received \$1000 from Southern Cross Club for base of shed. Have submitted application for commonwealth grant	Open
06/12/2022-7.1	Graeme to take load of lost property and old chairs to tip on Fri 9 Dec 2022.	Graeme		Closed
06/12/2022-7.5	Executive to send EOI for auditor in email to members	Executive	Sent 3/2/2023	Closed
11/10/2022-5.2	Brian and Phillip to organise rescheduled South Canberra Wally Masur Cup Day at WCTC to 3 November 2022 8am-2:30pm 4-6 courts subject to availability and pricing.	Brian / Phillip	Did not occur	Closed

11/10/2022-6.10	Executive to discuss additional games with Tennis ACT for league competition where matches are not played due to rain. Following response from Tennis ACT, Executive to make decision regarding league discount.	Executive		Closed
11/10/2022-7.5	Tony to create Club Championship Honour Board image and provide to Clair to upload to website.	Tony	06/02/2023	Closed
12/04/2022-7.3	Committee to develop list of grant opportunities.	Committee	11/10: Peter to send list to members	Closed

Correspondence

1. Weston Creek Tennis Club was unsuccessful in its **2022-23 Volunteer Grants** grant application for funds to supply a build a storage shed.
2. The WCTC Committee will be holding its **Christmas Lunch** on Saturday 10th December 2022 at 12pm.
3. On 4 November 2022 at 10:30pm, a **security incident** was submitted regarding suspicious behaviour of two boys at the Club. A reminder that if players see any suspicious behaviour, please contact someone from the Committee or worst-case scenario, please contact the police.
4. **Canberra International** will be returning in January 2023. Throughout the event, Tennis ACT will be linking each club up with a player in both the Men's and Women's singles Main draw, with the winning clubs receiving a team identity project completed for their club, or if the club already has a team identity, a promotional package valued at \$1000. Tennis ACT holding a club thankyou/networking event on Tuesday the 3rd of January from 4:30pm. This event will include Food and drinks as well as VIP seating in the Northern Grandstand for the Night session of the days play. This is open to all committee members as a thank you for the ongoing commitment and the countless hours you all put into our sport. If you would like to attend, please contact the Secretary.
5. The Club received an email from **David Smith, Member for Bean**, thanking the Club for its participation at the Community Sports Forum held earlier in the year and confirming the Federal Government's commitment to spend \$800,000 in the recent Federal budget towards new and upgraded courts at the Club funded.

Clair Dupont
WCTC Secretary

December 2022

President's Report

Budget Funding

The wonderful news for the club is the recent Federal Budget announcement where \$800,000 was provided to the Weston Creek Tennis Club to build four new hardcourts and to renovate up to four existing courts. This is a major achievement for the club, and I have been advised that this is the first time that an ACT tennis club has received Federal funding through the Budget process.

This announcement is a huge achievement for the club and clearly demonstrates that our club is considered to be an important community asset, offering wonderful facilities, and providing a valuable service to its members and the broader community. There is no doubt that the funding will ensure that our wonderful club will continue to prosper, and will be an important facility for Weston Creek, Molonglo and the wider communities for many years to come. A big thank you goes to Mr David Smith MP, the Member for Bean, who supported the proposal, and also to Tennis ACT who lobbied hard on our behalf.

New Barbecue

Members may have noted that a beautiful new barbecue has been installed at the club. Unfortunately, the old barbecue had reached the end of its useful life and this was clearly demonstrated at the recent Community Tennis Day which was part of the very successful 24 hour cardio tennis challenge. The club organised a sausage sizzle on the community day and although the old barbecue didn't let us down, it did struggle at times. A big thank you goes to Brian Chauncy, Tony Laudenbach and Kerry Ward who spent the day cooking and serving, and ensuring we always had sufficient food to feed the hungry "hoards". Over 110 sausages were sold on the day!

A good deal of work went into the installation of the new barbecue including demolishing the old equipment, repairing the old site, and then assembling and installing the new barbecue. Geoff Kotz did a great job and was ably assisted by Graeme Rossiter and Tim Harris.

New League Arrangements

As a result of some good work by Dan Green, a new policy has been developed to assist League players who find that a number of their matches may be cancelled due to washout, cancellation, or oppositions forfeiting. With COVID and then ongoing poor weather, a number of League teams have had their matches cancelled. Consequently, it has been agreed that if one third or more of League rounds are not played, the team affected will be provided with a discount on team registration for the next season. This is a very fair arrangement and hopefully will encourage more of our members to participate in the Leagues knowing that if matches are

not played, financial compensation may be offered. If any member needs further information about this new arrangement, please contact Dan on 0415938772.

Club Coach Contract

The current contract with Mark Walton, our Club Coach, is shortly due to expire. Consequently, the Committee has agreed to extend Mark's appointment for a further 5 years, subject to the signing of a new contract.

Mark has done an outstanding job as the Club Coach, developing juniors, providing professional coaching to individuals and groups, and expanding the services offered to our members, school communities, and the local community. He has also taken a very active role in promoting and organizing the annual Club Championships, organising regular Open Days, and providing valuable support and advice to the Committee.

The expiration of the existing contract is seen as an opportunity to renegotiate a new contract with Mark, and to ensure the coaching services offered into the future will serve our members and the community well.

New Signage

A new sign has been installed on the clubhouse wall next to the new main gate promoting our website and providing a contact mobile number for those interested in joining the club or hiring the facilities. Thanks go to Brian Chauncy whose mobile number appears on the sign, and who has offered to be the contact for all enquiries.

Canberra Southern Cross Club's Community Rewards Programme

Finally, a big thank you to the Canberra Southern Cross Club (CSCC) for their ongoing support of our club. As was mentioned in an earlier Club Newsletter, the CSCC provided \$1,000 to our club to assist in the building of a new storage shed. In addition, our club was successful in being chosen to be part of the CSCC's 2022/2023 Community Rewards Programme. As a result of being part of the programme, the club has recently received its first \$580.

Members are reminded that if you are a member of the CSCC, could you please nominate the Weston Creek Tennis Club and link your CSCC card to the Community Rewards Programme. By doing this our club will receive 7.5 cents in the dollar on all food and beverages you purchase at the club. To nominate our club, either go to the CSCC's website and register online, or you can talk to Reception next time you go to the club and they will arrange it for you. Similarly, tell your friends about the programme and encourage them to also nominate our club. You don't need to be a member of our club to nominate and link your card to the programme.

Peter Ward
President

Treasurer's Report

My focus over the last two months has been the continued transition into the Treasurer role that has included:

- meeting with the Club President to confirm the Treasurer's role and responsibilities
- independently making income and expense transactions with related record keeping
- reviewing the large volume of treasurer documentation to confirm practices and view of Club's financial history
- compiling a Treasurer's Guide with the information I am finding helpful to help me and future Treasurers

Thanks to all who have been helpful and patient with me especially Geoff. My focus over the next few months is to:

- transferring the remaining Treasurer contacts from Geoff to myself
- engaging with the new auditor, Paul McBride, on expectations of our finances and our management practices
- engaging with the Dan, Max & Brian about reviewing the Social and Competition to ensure we're achieving our necessary income

The Treasurer's Report for the last two months is attached and I emphasise the following features:

- reasonable level of income though I believe this will be improved by the review of court hire and competition fees
- unusually high one-off expenses this month with large annual payments (affiliation & insurance \$7.5K) and projects (BBQ & sign \$3K)
- our total cash at bank has reduced but we have ample funds for club operations and projects
- our annual insurance premium and all current invoices have been paid

Note: The last Committee Meeting agreed that the Treasurer could pay Club expenses up to the \$10K limit in our Constitution with the proviso that the Treasurer was to advise the Committee of significant expenditure that had occurred since the previous meeting. This Treasurer's Report shows these payments.

Phillip Stephens
WCTC Treasurer

December 2022

WCTC Cashflow Report for Oct-Nov 2022

Category	Amount	Total	Notes
Income			
Membership & subscriptions	7169		Membership Subs -Stripe
Competition & court hire	4164		Court Usage Fees
Canberra School of Tennis	2000		Monthly CSOT payments
Total Income		13333	
Expenses			
Tennis ACT Affiliation	5676		significant single expense
Projects	3058		New BBQ purchases and club signage
Utilities, Rates & Waste	2794		quarterly payments
Tennis ACT Competition Fees	2080		Spring Fees
Clubhouse Cleaning	1830		
Insurance	1825		Annual premium
Gardening	480		
Total Expenses		17742	
Overall Net Cashflow		-4409	Significant impact of TA Affiliation, Insurance, projects & quarterly utilities expenses
Bank Accounts			
ANZ Banking Account		6,361	
CBA Cheque		42,997	
CBA Online Saver		40,154	
Total Cash at Bank		89,512	

Project Report

Grounds

Tim is keeping on top of the ongoing mowing (albeit with ride on mower belts breaking) and Lorraine has been keeping up with the watering and tendering to the garden bed plants.

Demolition and removal of old BBQ and replacing the concrete pad

Geoff, Graeme and Tim demolished the old BBQ which was going well until we found steel reinforcement in the 60mm base. Handy jack hammer work by Geoff and Graeme the next day saw the steel reinforcement extracted and the bricks and rubble taken away by trailer. Please let Geoff or Graeme know if you would like the old hot plate, otherwise it goes to the metal recycling.

The next day Geoff, Graeme and Tim used the old steel reinforcement and mixed and laid a new concrete base for the new stainless BBQ.

New BBQ

Geoff arranged for the new BBQ purchase and delivery, and Geoff, Graeme and Tim erected it from the many components with much reading of manuals and careful selection of nuts, bolts and washers, and some odd internal physical positions and a little swearing. The base is bolted to the concrete base. Hopefully it will be well cared for many years to come.

Toilet door in the Men's Toilet repaired

Graeme has repaired and painted the toilet door jam, door and put on a new lock.

Graeme Rossiter
For the Works Sub Committee

5 December 2022



Membership Report

As shown in the Membership section of ClubSpark, we have 432 'active' members, although this figure is close to the actual number but differs from other sections ie Go to 'membership', thence 'View all members'

All Members



\$104360.00
TOTAL REVENUE



432
ACTIVE MEMBERS

Members

Active (435)

Paid (431)

Not Paid (4)

Lapsed (399)

Cancelled (62)

I will investigate these differences; one is due to the inflexibility of ClubSpark to rectify keying errors on my part. However, the automated renewal process, including reminder letters is working well.

Meanwhile, the Charity Day organised by Mark yielded 3 new members, even though the eligibility period was extended to 15/11. I think that the effort was worthwhile given the publicity for the Club.

Court Controller functions

The last 2 Sunday mornings (27th and 4th) the gate has been unlocked. I believe this is due to players leaving the courts the previous evening and not pressing the green exit button but by pressing the emergency gate release button next to it, which necessitates resetting the system by the use of the special key in the key safe to make the gate stay locked when there are no bookings.

Unfortunately this emergency release button must be readily accessible so we can't relocate it. It seems to me the only solution is making it harder to access (defeats its purpose though) or an education blitz: remember you can lead a horse to water but

The weekend tournament organised by Reuel was not an overwhelming success. Because of poor entries, he had to cancel the Saturday booking (which he did on Friday to his credit). On

Sunday the junior pennants teams didn't play on their courts booked by Mark especially for them but just played on the courts booked by me for Reuel, who didn't arrive until 9.30 am. This was resolved amicably.

Great new bar b que. Credit to all involved.

Brian
4/12/22

Coach Report



Date: 5th Dec 2022

Hi all so with Xmas very much just around the corner, things are slowly starting to taper off. We have had a huge couple of months since October. With the start of term 4 & increased numbers tennis has well & truly been on the go at Weston.

We had the successful running (2nd time around) of the RMHC 24h hr challenge & Community Tennis Day. Loads of fun, we estimate over 500 people attending & importantly we raised over \$6000 for this great charity. Summary [HERE](#).

We also ran our 1st Blind Low vision Open day with over 20 people attending. It was great to see these lovely people involved in tennis & we hope to touch base with these people again next year.

JTL (or previously known as Junior Pennant), has just finished we had in total 9 teams representing Weston Creek Tennis Club, with some great tennis from our kids. Also some great results with our Div 1 team winning the final after a replay was had due to an initial draw. We also won green ball Div 1, R\up in Green Ball divisions 1 & R/Up in Div 6 Yellow ball. Well done to all our kids, new comp will start in March.

So as we wind down now for a much needed break over the festive season

- Term 4 Tennis finishes Sat 17th
- Xmas Camp Mon 19th to Fri 23rd Dec 2022
- Sat 24th Dec – Csot will break for 2022, returning Mon 16th Jan for camps.
- CSOT will restart 2023 Jan 16th to 20th with our 1st Camp & 2nd Camp is 23rd Jan to 27th Jan.
- Wollongong Interstate Teams Event Tournament 20th to 22nd Jan. We will be taking about 20 young juniors to Wollongong to play this great event.
- Term 1 2023 will start Mon 30th Jan2023

So from all of us CSOT we want to thank the club for another successful year & look forward to 2023.

Merry Xmas to all!!!

Mark Walton

Club Coach

Visit csot.com.au / csot@grapevine.com.au

MOBILE 0408 486 191

Club Captain Report

The Spring season has come to an end. Well done to all 11 teams that participated. The weather interrupted much of the season but there was still plenty of tennis played. The Committee has implemented a policy to address seasons such as this just gone by, where a significant number of rounds are unable to be played. Captains have been advised of the details.

A special shout out to Tim Harris who played 51 sets of doubles and 14 sets of singles (despite battling many injuries!). Nathan Franklin played 40 sets of doubles and 11 sets of singles. Sonya Amey and Sam Wilson both played 36 sets of doubles across 9 rounds in the Thursday night mixed league.

Once again Weston Creek had a number of semi-finalists, grand finalist and champion teams. More details on these results will be available following presentations.

It will be a quieter summer league with many of you taking a well-earned break. For those who are playing over summer I look forward to seeing you on court.

As always, you can find all the Adult Canberra Tennis League information on the Tennis ACT Website: <https://www.tennis.com.au/act/competitions/canberra-tennisleague/the-walking-clinic-adult-tennis-leagues>

Daniel Green
Club Captain

5 December 2022

Rebel Sport Report

WCTC receives credit from the **Rebel Sport Community Givebacks** (CG) program every quarter. This credit is valid for 12 months and is used to obtain tennis balls for the club's social tennis held on Monday, Wednesday & Friday mornings and Wednesday nights.

Rebel Sport advised the club in July that there will be a review of the CG program after October and accordingly the club received **\$83.22** in credit for that month only, leaving the club with a current balance of **\$407.08**.

I provided feedback to the Rebel Sport finance department that the CG program is a valuable initiative which our club relies on heavily for the supply of balls for social tennis.

Slazenger Grasscourt, the preferred balls for social tennis are **\$12.99** per can, an increase of one dollar from March this year. However, since April the club has been able to receive a **\$2** discount per can. The cost of balls, including those sold to individual members and other social groups is returned to WCTC finances at **\$8** per can.

During November, with notably improved weather for tennis, I collected 24 cans at the discounted price of **\$240.00** leaving a current balance of **\$167.08**.

Recycling: A reminder to all members that sports shoes and runners may be recycled and turned into flooring for stores, gyms, playgrounds etc. through the **TreadLightly** initiative.

Disposal bins are located in the shoe section of **Rebel Sport** Canberra Centre, Westfield Woden or Belconnen, and at the **Asics**, **Converse** and **New Balance** stores, Canberra Outlet Centre, Fyshwick.

Lorraine Ovington
WCTC Committee (Rebel Sport)

5 December 2022

Weston Creek Tennis Club Snapshot

December 2022

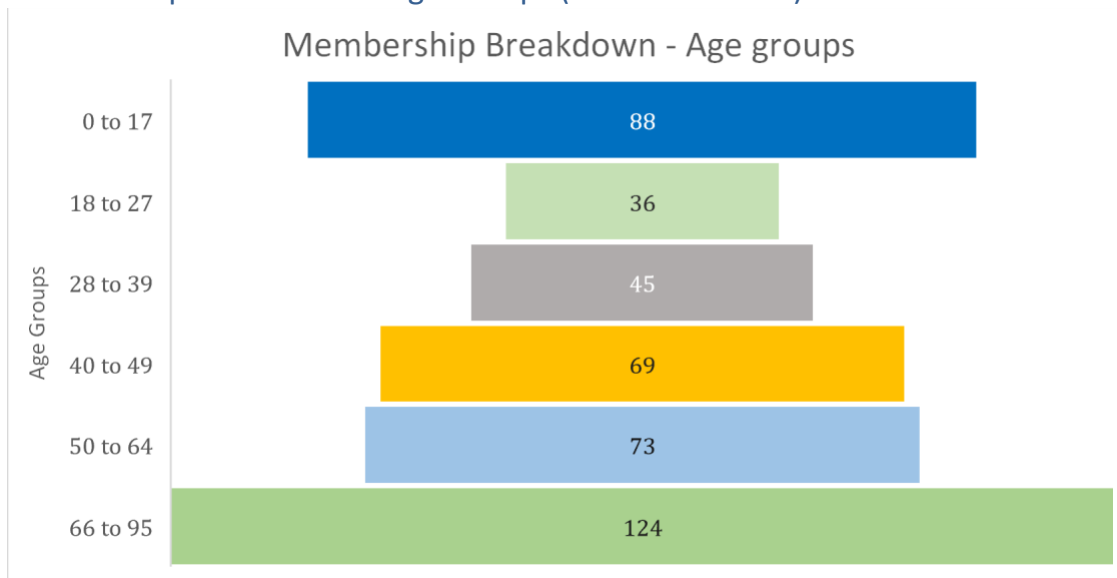
November Court Hire 2021/22



Things to note:

November 2022 numbers are down compared with November 2021.

Membership Breakdown – Age Groups (December 2022)



Things to note:

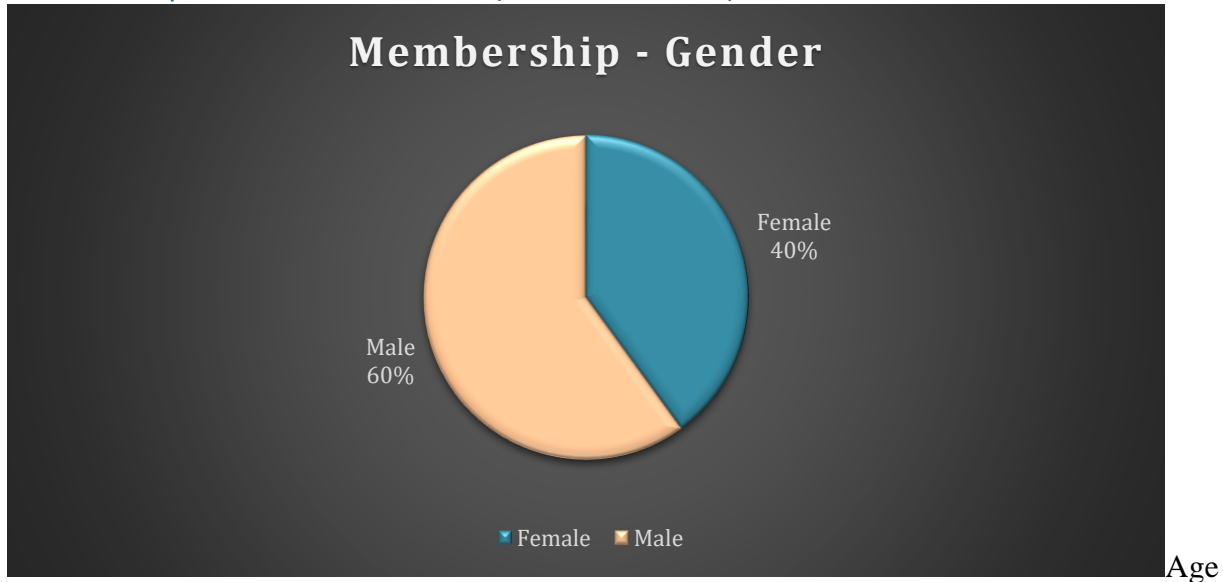
1. The average age group size is 72.5.
2. The 18-27 and 28-38 age groups are significantly smaller than the average

Questions

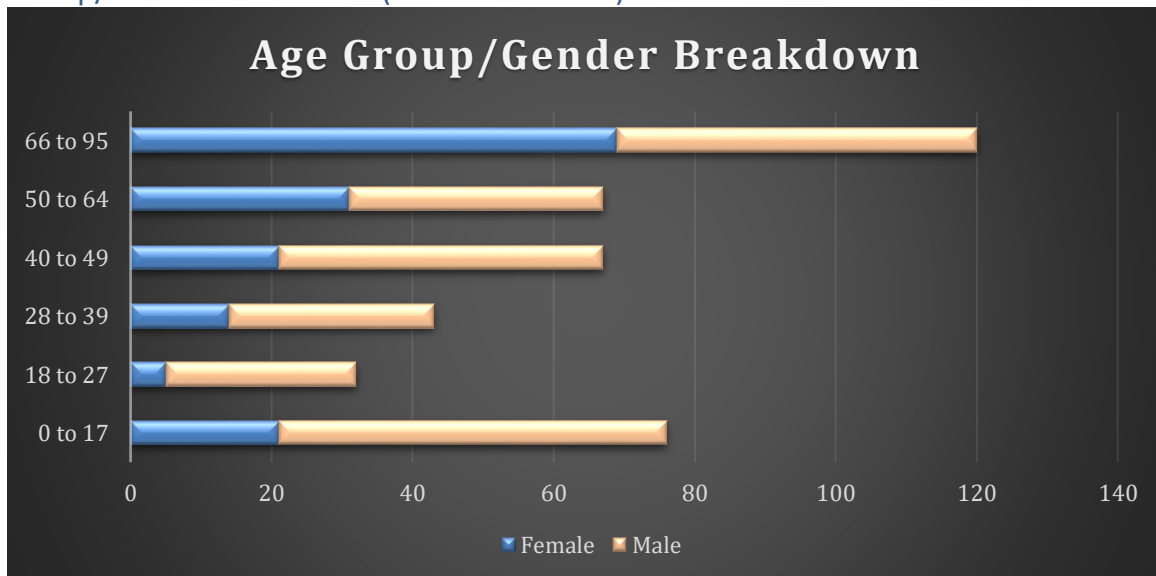
1. What is happening in the 18 to 27yr age bracket?

2. Is there anything the club do anything to retain junior members as they transition into adult membership?

Membership Breakdown – Gender(December 2022)



Group/Gender Breakdown(December 2022)



Things to note:

Female membership is significantly lower for 0-17, 18-27, 28-38 and 40-49 age groups.

Questions

1. Is there anything the club do to increase the female membership for 0-17, 18-27, 28-38 and 40-49 age groups?

Prepared by Max Rafferty

Show Court

A “show court” will require extra space/room(m2). This extra space needs to be allowed for in the design/layout for the new courts – because it is harder to undo/retrofit in the future.

Base Tennis Court Size

Length: 23.77m

Width: 10.97m (doubles court)

Considerations outside the court

Base line to back stop: 5.48m (recreational use)

6.40m International Comp (minimum size recommendations)

Sideline to side stop: 3.05m(recreational use)

3.66m International Comp (minimum size recommendations)

*All sizes and dimensions from the *ITF Rules of Tennis 2022*)

Plus room allowed for seating (tiered) - I’m thinking 3 rows on all sides. Approximately 3m on each side.

Prepared by Max Rafferty