

Minutes of Weston Creek Tennis Club Committee Meeting held on Tuesday 13th October 2020 at 7:30pm, Club

1. Present

Peter Ward, Graeme Rossiter, Geoff Kotz, Brian Chauncy, Clair Dupont, Lorraine Ovington, Maggie King, Dan Green, Mark Walton and Tony Laudenbach.

2. Apologies

Johnny Swientek

3. Acceptance of Previous August Minutes 2020

3.1 The WCTC August Minutes 2020 were accepted.

3.2 Moved Brian Chauncy, Seconded by Maggie King.

4. Business Arising from Previous Minutes

4.1 Refer to [Action List](#) as of 8 November 2020.

4.2 President Peter Ward will provide his discussion paper to the Committee for feedback.

5. Correspondence

5.1 Refer to [Correspondence](#).

5.2 The Club received an email from CCUSA Australia regarding teaching tennis at Summer camps in the USA and Canada in 2021. Clair send an email to organisers to enquire if camps were still going ahead due to COVID-19. Once received response, Clair to send information to members and social media. **ACTION: Clair to send email and post on social media regarding teaching tennis through CCUSA summer camps.**

5.3 Forrest Tennis Club is giving away its Floriade flowers this weekend.

5.4 The enquiry from a member from the public was for personal use and not at an organisational level. She was going to contact the organisation to look at options.

- 5.5 Some members were doubled booked on the day of the junior competition. Some courts should be left available to members during coaching and competitions. Brian to discuss giving more notice and double bookings when Mark holds an event or competition. Brian to contact member regarding issue.
- 5.6 The Committee noted an email from member Stephen Fox regarding his preference for synthetic grass courts following advice from Tennis Australia regarding their preference for hard courts. He pointed out that hard courts are very bad for the knees and that with an aging population, they may stop playing earlier if only hard courts are available.
- 5.7 Peter, Graeme, Geoff and Brian will attend the meeting with Tennis ACT on 28 Oct 2020.

6. Reports

President

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

Treasurer

- 6.2 Refer to [Treasurer Report](#) & [Project Report](#).
- 6.3 The Club has seen an increase in book a court and membership fees. In addition, Mark Walton has an active promotion where joining fees are waived to get more juniors to join the club.
- 6.4 There is around \$41,000 in the bank. Some of this is for the solar panels and court fencing.
- 6.5 The payment for the court resurfacing has not been fully paid. Around \$7000 has been held back due to some issues with the court. One issue is that water is still pooling on Courts 5-8. The Club may be able to use the remaining money to pound the court surface. **ACTION: Peter, Geoff and Graeme to discuss issues with resurfaced courts with contractor and resolve off-line.**
- 6.6 At the end of December 2019, there was around \$499 credit at Rebel Sport. The Club has been using this credit to purchase balls. The Club will trial selling these balls to the smaller and permanent social groups for 3 months in order to increase the income to the Club.
- 6.7 The Club has received around \$1200 from the Canberra Southern Cross Club community awards program.

6.8 It has been identified that the Club needs another \$10,000 of revenue per year. In order to meet this target, the Club will look increasing the payment received from the Canberra School of Tennis and the morning social tennis will be increased from \$1 to \$2 for members.

6.9 **ACTION: Geoff will investigate about getting a EFTPOS machine for the Club.**

6.10 **ACTION: The Executive will talk to Johnny about revenue from Wednesday social tennis.**

Membership

6.11 Refer to [Membership Report](#).

Coaching

6.12 Refer to [Coaching Report](#).

6.13 The Weston Creek Junior Open had around 81 participants (120 entries) compete in the competition. The Club had 3 junior teams in the competition.

6.14 Some members of the Executive would meet with Mark Walton in order to discuss the contract.

6.15 Tennis Australia has introduced a new pilot for females called Tennis4Teens. The Canberra School of Tennis had its first trial on 12 October 2020 with around a dozen girls attending. This new program was set up in order to capture young girls as they tend to leave tennis when they become teenagers. Tennis4Teens is being held on Mondays from 5-6:30pm. It is currently FREE but they will probably charge around \$15 for supervision and nibbles.

Canberra Tennis League

6.16 Refer to [Canberra Tennis League Report](#).

6.17 **ACTION: Clair to add information about the competition into the next Newsletter.**

6.18 **ACTION: Graeme digitise competition winning flags.**

6.19 **ACTION: Graeme to collect competition plaques.**

7. General / Other

7.1 There are nails visible on the court surface of Court 7. These were supposed to be removed when the court resurfacing was completed. The Club will get this fixed with other work.

7.2 ACTION: Geoff to organise Committee Christmas lunch at Yarralumla Brasserie on either Saturday 5th or 12th December 2020.

8. Next Meeting

8.1 The next meeting will be held on Tuesday 8th December 2020.

9. Meeting Close

9.1 The meeting closed at 9:05pm.

Prepared by WCTC Secretary, Clair Dupont

Action List as of 8 November 2020

Reference #	Item	Actioned By	Comments	Progress
13/10/2020-6.5	Peter, Geoff and Graeme to discuss issues with resurfaced courts with contractor and resolve off-line.	Peter, Geoff and Graeme		Open
13/10/2020-6.9	Geoff will investigate about getting a EFTPOS machine for the Club.	Geoff		Open
13/10/2020-6.10	The Executive will talk to Johnny about revenue from Wednesday social tennis.	Executive		Open
13/10/2020-6.18	Graeme digitise competition winning flags.	Graeme		Open
13/10/2020-6.19	Graeme to collect competition plaques.	Graeme		Open
16/06/2020-5.4	Graeme and Clair to organise photos for the Club.	Graeme / Clair		Open
16/06/2020-6.3	Graeme to follow up with Tim Harris regarding insurance claims for tools that were stolen at the Club.	Graeme	13/10: Tim still to send invoice to Geoff. No invoices grounds maintenance or lawns. Graeme to follow up.	Open

13/10/20	Executive to talk to Mark Walton regarding contract, payments and the update membership flyer/brochure. This has been merged with 21/04/2020-6.13.2 and brainstorming item.	Executive	13/10: Mark will continue to use the old flyers until they run out. Executive will review the updated brochure which is in draft stage. Not send to printer yet. Executive to set up meeting with Mark	Open
08/10/2020-8.2	Brian to investigate chemistry treatment for blackberries as alternative to poisoning or cutting back.	Brian	13/10: Remaining blackberries will be treated soon. Most of the other blackberries were removed by the bobcat.	Open
06/02/2018-	Constitution	Graeme & Geoff	13/10: Draft Constitution sent to committee members for review/endorsement. Feedback due in 2 weeks, then send to members and setup SCM meeting.	Open
13/10/2020-5.2	Clair to send email and post on social media regarding teaching tennis through CCUSA summer camps.	Clair	CCUSA camps were still held in 2020 and will be held in 2021. Email sent 8/11.	Closed
13/10/2020-6.17	Clair to add information about the competition into the next Newsletter.	Clair		Closed
13/10/2020-5.9	Geoff to organise Committee Christmas lunch at Yarralumla Brasserie on either Saturday 5th or 12th December 2020.	Geoff	Committee Christmas Lunch organised for Saturday 12th December 2020 from 12:30pm.	Closed

Correspondence

1. **Member Protection Information Officer (MPIO)** training course will be held in October and November. It costs \$60 per person. MPIO's provide information about the rights, responsibilities and options available to an individual making a complaint in sport. They can also inform and advise sport administrators and complaint handlers in Member Protection Policy for specific sports. More information [HERE](#).
2. The **Weston Creek Junior Open** singles and doubles finals was rescheduled to Saturday 10th October 2020 following the incident on the 27th September 2020.
3. An enquiry was received regarding whether or not the Club had any tennis facilities for the blind. **Blind tennis** can be played on a standard tennis court but it is played with junior racquets and uses sponge balls that make a sound when they bounce. Peter and Brian were going to investigate.
4. A meeting with Tennis ACT to discuss the **VSR Club Action Plan** has been organised for Wednesday 28 October 2020 from 2-3pm at the Club. Peter, Graeme and Brian have been invited.
5. Tennis was among one of eight sporting bodies to commit to implementing governance that supports a greater level of inclusion for trans and gender diverse people in their sports. The **Transgender Inclusion Guidelines for Community Tennis** can be found [HERE](#).
6. The **Tennis ACT 2020 Annual General Meeting** will be held on Thursday 26 November 2020. At this meeting, there will be three offices of General Directors which Tennis ACT will be seeking to fill. Tennis ACT is seeking nominations for these positions. More information in the Notice.
7. The ACT has moved to step **3.2 of Canberra's recovery plan** on Friday 9th October 2020. The changes will see an easing of restrictions across a number of business and industry sectors, including events, outdoor attractions, arts and sport and recreation venues in the ACT. These changes don't appear to affect the operation of the Club. More information [HERE](#).
8. Nominations are open for the **2020 CBR Sport Awards** to recognise and celebrate exceptional local athletes, teams, volunteers, coaches and sporting organisations. Nominations for all awards close on Monday, 2 November October 2020, with details available [HERE](#).
9. An overview of the **Club's website traffic** through Google Analytics can be found [HERE](#).

Clair Dupont
WCTC Secretary

President's Report

After only two months into my role and I cannot be more pleased with the efforts of the Committee and, in particular, the hard and dedicated work of Geoff, Graeme, Clair and Brian. These “magnificent four” do an incredible amount of work behind the scenes to ensure the club facilities are well maintained, the membership and court bookings are being effectively managed, and communication to our members is always timely and appropriate. Great job.

Tragic Incident

The tragic incident that occurred near the club in the early hours of Sunday 27 September 2020 had a direct impact on the club with the complex having to be closed for the whole of Sunday. The closure was particularly disappointing for the juniors who were participating in a major tournament on that week-end. However, once again a big thank you to the “magnificent four” who played a major role throughout the day by interacting with police, closing access to the club, closing the booking system, and swiftly communicating with our members. Also a big thank you to Mark who had the unenviable task of contacting all the tournament players’ families to inform them of the postponement of the tournament.

Club Constitution

After decades of neglect Graeme and Geoff have found time to review the club’s Constitution. Although the document is still largely relevant and not needing major amendments, they have taken the opportunity to eliminate errors in punctuation and numbering, as well as amending some clauses to make them more appropriate for today (eg. making reference to electronic banking rather than signing cheques). It is planned that the revised document will be issued to the Committee members for their endorsement before being issued to all club members for their consideration.

2020 Supplementary Volunteer Grant Application

On behalf of the club Geoff and I prepared and submitted an application seeking funds from the 2020 Supplementary Volunteer Grants Programme. If successful, the funds would be used to tile the front entrance to the Clubhouse in order to eliminate water pooling and runoff. The club was successful last year in obtaining funds from the programme, and this may make it more difficult given that there is an expectation that funds need to be spread widely amongst volunteering groups.

Meeting with Tennis ACT

Graeme and I recently met with representatives from Tennis ACT. Although most of the discussion related to the representatives’ roles, reference was also made to Tennis ACT’s recent report on “Sustainability & Investment in ACT Community Tennis Clubs”. The report emphasises the need for ACT tennis clubs to take greater responsibility for their viability by not relying largely on external grants for asset replacement projects. The report notes that clubs need to ensure members be charged the market rate for membership fees and establish appropriate fees for the contracted commercial coaching businesses.

The representatives also stated their preference for clubs installing hardcourt rather than synthetic grass courts. It is their expectation that it will be difficult for clubs to obtain Government grants to pay for the resurfacing of synthetic grass courts as these projects are seen as not meeting the criteria for “asset replacement”.

No doubt there will be ongoing discussions with Tennis ACT representatives and the ACT tennis clubs on these important issues.

Treasurer's Report

Income/Expense Comparison by Category - YTD

Category description	1/04/2019- 5/10/2019	1/04/2020 - 5/10/2020	Amount Difference
INCOME			
Court Hire - Casual	1,535.00	1,055.00	-480.00
- Coaching	4,800.00	3,900.00	-900.00
- External	1,700.00	0.00	-1,700.00
- Social	663.00	240.00	-423.00
- Court usage fees - BookaCourt	5,025.46	8,404.26	3,378.80
- Other Court usage fees	0.00	480.00	480.00
TOTAL Court usage fees	13,723.46	14,079.26	355.80
Insurance Claim			
Membership - Joining Fees			
- Subscriptions	11,880.00	11,862.75	-17.25
- Subscriptions - Stripe	14,744.95	19,173.75	4,428.80
TOTAL Membership	26,624.95	31,036.50	4,411.55
Pennant player fees	5,530.00	2,210.00	-3,320.00
Sponsorship	979.14	14,360.56	13,381.42
Sundry income			
TOTAL INCOME	46,857.55	61,686.32	14,828.77
EXPENSES			
Administrative expenses			
Loan Application (from ANZ Account)	0.00	600.00	600.00
- Administration	367.20	579.90	-212.70
- Key cutting	48.00	0.00	48.00
- Printing, Postage	10.15	0.00	10.15
TOTAL Administrative expenses	425.35	579.90	445.45
Asset purchases CBA account	46.55	83,651.52	83,604.97
Asset purchases ANZ account	0.00	141,567.29	141,567.29
Affiliation	5,406.00	0.00	5,406.00
Grounds Maintenance - Ad-hoc	2,673.44	5,047.87	-2,374.43
- Scheduled	1,155.00	0.00	1,155.00
TOTAL Grounds maintenance	3,828.44	5,047.87	-1,219.43
Audit	550.00	550.00	0.00
Clubhouse cleaning & maint	623.70	639.00	-15.30
Consumables - Cleaning materials			
- Club house			
- Tennis balls	440.75	0.00	440.75
TOTAL Consumables	440.75	0.00	440.75
Govt. Charges - Land rent	2,854.50	0.00	2,854.50
- Rates	6,850.87	1,118.69	5,732.18
- Miscellaneous fees			
TOTAL Govt charges	9705.37	1118.69	8586.68
Pennant team fees	1,530.00	1,660.00	-130.00
Sundry expenses			
Utilities - Electricity	4,471.21	1,641.78	2,829.43
- Waste removal	623.70	466.46	157.24
- Water & sewerage	1,017.58	1,453.11	-435.53
TOTAL EXPENSES	28,668.65	238,975.62	241,237.55
Expenses CBA account		96,808.33	
Expenses ANZ account		142,167.29	
		238,975.62	
OVERALL TOTAL	18,188.90	-177,289.30	

Financial Report as at 5 October 2020

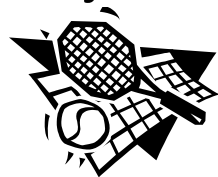
CBA Cheque Book	Opening Balance 1/4/2020		77,100.86
	Income	61,686.32	
	Expenses	96,808.33	
			<hr/> 41,978.85
	Deduct Transfers to ANZ account	-74,072.62	
	Deduct Transfers to ANZ account	-14,350.00	
	Add Transfer to Cheque Account	87,981.49	<hr/> 41,537.72
	Closing Balance as at 5 October 2020		41,537.72
CBA Online Saver	Opening Balance 1/4/2020		44.60
	Interest	0.00	
	Deduct Transfers to Term Dep.	0.00	
	Deduct Transfers to Cheque Acc.	0.00	
	Add Transfers from Cheque Acc	0.00	
	Closing Balance as at 5 October 2020		<hr/> 44.60
ANZ Bank Account	Opening Balance 14/5/2020		70,000.00
	Deduct Application Expense	-600.00	
	Deduct Asset Purchases	-141,567.29	
	Add Transfer from CBA Cheque Acc	14,350.00	
	Add Transfer from CBA Cheque Acc	74,072.62	
	Closing Balance as at 5 October 2020		<hr/> 10,527.81

The \$64,072.62 payment for court lights was paid from the ANX account on 15 Sept 2020 . See - *Projects Report*

The "Volunteers" Govt. Grant of \$2,100 has been received. See - *Projects Report*

Our application for the for \$11,940 to supply and install 30 solar panels through "Community Energy Efficiency and Solar Grant " has been successful and we have received the funds. See - *Projects Report*

Project Report



Weston Creek Tennis Club Inc.

PO Box 3157, Weston Creek, ACT 2611

ABN 68 568 792 579

Projects Report – Oct. 2020

Court Lighting

ACTEW has checked and adjusted the court lights and they have replaced the faulty light on court 1. No further adverse comments have been received and final payment has been made.

Court Fencing

Hopefully they will be some good weather soon so that the project can start. Graeme has done a fantastic job in painting the fence poles. We may need to organise work parties to do the work involved with the base of the fencing.

Landscaping

Tim and Graeme are continuing to make improvements to the grounds, the old swing frame has been demolished. Repairing the spoon drain along side of the metal sheds is on the to-do list.

“Community Efficiency and Solar Grant

The grant has been accepted, the grant funds are in the bank. We await the proposed construction programme.

Club house Roof

We have engaged a roof plumber to remove the two redundant vent pipes and seal the resulting penetrations, replace the seal around the remaining vent pipe, power clean the roof and repaint it.

Key Safe

A small key safe for the use of “early starters” has been installed near the backroom door.

Dead Tree Behind Court 11

Norbet, with assistance, will remove the offending tree

Membership Report

There are 283 members as of 9 October 2020.

Type	Members
Adult	157
Pensioner	52
Family	44 (21 memberships)
Junior	20
Student	10
TOTAL	283

Brian Chauncy
WCTC Membership Secretary

Canberra Tennis League Report

Club Captain Report

Congratulations to all Weston Creek teams who participated in the Winter season. A special mention to our Division 1 Thursday night league champions and our Division 4 Monday/Tuesday league runners-up. We also had semi-finalists in both divisions 1 and 3 in the Thursday night league.

The old pennant flags have been replaced by plaques as can be seen in the photo on the right. We hope to display these in the clubhouse. The Weston Creek Tennis Club is well represented across the Walking Clinic 2020 Spring Adult Canberra Tennis Leagues. We have 62 players across 13 teams.

Due to unforeseen circumstances we do have a division 3 Monday/Tuesday night team looking for a reserve or two if anyone is interested joining mid-season.

Otherwise, if you are interested in joining the upcoming summer season check out the [TennisACT website](#) for more information. The popular Monday/Tuesday night league offers players with a mixture of singles and doubles in a quick format. The Thursday league is a great option for players wanting to play just doubles, and the recently introduced singles focused Saturday league is perfect for players looking to play a longer format.

Finally, thank you to all captains for organising your teams.

Dan Green
WCTC Club Captain

11 October 2020





Coaching Report

Weston Creek Tennis Club Junior/Coach Report

Date : 12th Sept 2020

Hi all, not a huge report as although it is business as usual, things will still be curtailed for a little whilst yet with Covid hanging over us. We currently start term 4 tennis lessons for kids today 12th Oct & although we suspect numbers will be down for the term, it is pretty fantastic to be on court & doing pretty much all the normal tennis activities.

We will have normal group lesson for kids & adults as well as private lessons, hot shots, comps & cardio tennis for all to enjoy.

We have just finished the Weston Creek Junior Open, which was disrupted after the disturbing events near the club last month. Again number were down for the event, with about 80 kids entries from around Canberra. We also currently have 3 junior pennant teams playing the Sunday comp for Weston & so far the kids have been doing quite well, teams are in Div 3, 4 & 5 unisex comp.

Other than that not a lot else to talk about at the moment, our term tennis will continue thru until the 17th Dec & then will recommence in Jan.

Many Thanks see you all at the club & on the court.

Regards Mark Walton Club Coach
Visit csot.com.au csot@grapevine.com.au
MOBILE 0408 486 191

WCTC Website Traffic Summary – Last 28 Days

Key Stats

1. 217 users
2. 404 sessions
3. 4m session duration

Top Pages / Page Views

1. Book A Court / 372
2. Home Page / 333
3. Membership – Join / 34
4. Coaching – Camps / 27
5. Social Tennis / 26

Top Devices

1. Mobile 55.4%
2. Desktop 40.6%
3. Tablet 4%

Top Channels

1. Organic Search 52.3%
2. Direct 42.3%
3. Referral 3.4%
4. Social 2%

Other

1. Key City: Canberra - 61%, Sydney – 28%
2. Key Browser: Safari 45%, Chrome – 35%