



## Box Hill Tennis Club Annual General Meeting Minutes 1 August 2022, 7.30pm

### **Welcome and introductions (Simon Clarke, President)**

This is the 88<sup>th</sup> AGM of the BHTC. Simon welcomed everyone to the meeting including life member Rodney Jarvis.

### **Apologies (Simon Clarke, President)**

David McDougall

### **Review and acceptance of the minutes 2020-2021 AGM (Simon Clarke, President)**

Proposed - Simon Clarke, seconded Rodney Jarvis, all in favour.

### **Actions for the last minutes (Simon Clarke, President)**

Simon Clarke spoke to the action from the 2021 minutes relating to the introduction of a fee for lapsed members. Simon advised that the Constitution states that a membership is only treated as lapsed after the member has not paid their subs for 12 months.

To circumvent this the Committee has agreed to align the new membership year to the date the invoice is provided to the member, as opposed to when the member pays the invoice. The Committee has also introduced more stringent followup of non financial members including pausing access to Book a Court and competition.

### **Tabling of reports: See AGM Report for details**

### **President's report (Simon Clarke, President)**

Simon presented the President report contained in the 2021 - 2022 Annual Report.

Simon thanked all members for their commitment to the club over the pandemic and provided an overview of the some of the major activities in FY22:

- the significant work undertaken to finalise the installation of new lights and fencing; a great result to get both capital works completed.
- Signed a new contract with FDT as the primary coaching provider for 3 + 2 years. Simon remarked the Committee is really pleased with FDT and their programs, and acknowledged the Club has been associated with with FDT since 2008. Simon thanked Alexei and his team for their support and collaboration.
- The delayed 125 anniversary celebration took place on 26 May, with Simon remarking it was a fantastic event and a highlight for the year. Simon thanked the

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125 committee chaired by Ros Cornish, with members Rod Petrie, Alexei Demajo, Sugumar Mariappanadar, Richard Scott and Peter Wright.

*\* Note Ros' name was omitted from the list of 125 Committee members in the annual report.*

- The Club did not run an Open Day in FY22, but ran a discounted February book a court campaign which was a success.

Simon thanked the Committee for their contribution.

Simon then introduced the 5 year plan which was developed over the course of a Committee planning meeting in March.

This is a rolling 5 year plan, reviewed annually, which outlines our objectives as a Club and a financial position outlook with the main areas of focus being:

1) **Upgrade of top courts.** (12 years old) \$30k per court - \$120k in total. To assist with financing this the Club will need to run at a surplus over next few years.

2) Some **minor club improvements**, plus solar storage and batteries.

3) **Membership** now at around 300, and that is a good number to sit at in terms of competitions and casual play.

4) **Competitions** - expand out where it makes sense and make sure continues to meet our member demand.

5) **Finance** - run a surplus for court improvement, and will establish a working revenue group.

6) **Engagement with members and community.**

7) Review **governance of committee** including asking Tennis Victoria to assist with an audit and guidance.

Simon has tabled the draft plan and welcomes any members to review and assist.

### **Membership report (Ros Cornish, Membership Officer)**

Ros presented the membership report contained in the 2021 - 2022 Annual Report and highlighted the strong membership figure of 304.

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Ros thanked Allan Edge, Alexei Demajo, Simon Clarke and Simon Verbeek for their assistance in speaking with outstanding members, as well as bringing in new members over the year.

Ros also thanked the Committee for their support of the year.

Ros outlined two proposed changes for FY23:

- a change of the membership process so the date of membership is from invoice, not the date of remittance by the member.

- Increase the cost of each individual membership by \$5, and a family membership by \$10.

Jan remarked Ros has done a fantastic job to administer the membership function and improve the process. Attendees agreed and thanked Ros for her efforts.

### **Coaching and Junior Tennis Report (Alexei Demajo, Head Coach)**

Alexei presented the Coaching and Junior Tennis report contained in the 2021-2022 Annual Report.

There has been a big uptick in the number of players in tennis over the year due to Covid friendly nature of tennis.

This has meant strong figures in the coaching program, with over 250 participants in coaching programs at BHTC now; with good program participation across adults and juniors, with juniors at capacity.

Relationships with local schools including Roberts McCubbin and Kingswood are going well, and will continue to be a focus for FDT.

Over FY22 FDT continued to drive participation by girls in tennis and Alexei remarked it is important the Club continues this and supports the retention of this group as participation generally drops off.

Over FY23 the Pathway program will continue to be a focus, with ongoing recruitment of players.

The objective for FY23 is continue at capacity, run a quality program and set up some matchplay competitions for juniors.

A question from Phil Lyons: Have you identified any rising stars in your junior pathway program? Alexei: yes two girls in particular are starring and have been runners up in large events. There are 8 - 10 really strong girls coming through the program.

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Simon Clarke thanked Alexei and his coaching staff for all their efforts, particularly during the challenging operating conditions.

Alexei thanked the Committee for all their support over the past year.

**Senior Tennis report (Simon Verbeek, Senior Convenor)**

Simon Verbeek presented the report contained in the 2021-2022 Annual Report and remarked there is a healthy level of competition.

**ERT report (Simon Clarke, Senior Convenor)**

Simon Clarke presented the report contained in the 2021-2022 Annual Report and remarked the competition is well run, with good participation from BHTC.

Ben Bullock commented: On Saturday there was an issue with a team not turning up - all away in the Canada. Simon Clarke said he will discuss with ERT.

**Night tennis report (Allan Edge, Night tennis convenor)**

Allan Edge presented the report contained in the 2021-2022 Annual Report and advised everything is positive, with the competition actually over capacity from BHTC, with some teams having to be based out of other clubs in order to participate on Tuesday nights.

Allan said there has been great feedback on the lights and fence improvements at the Club, and some initial teething problems with Book a Court have stabilised.

In the Spring season 13/25 teams from BHTC were in the finals which was a great result. Night tennis has good quality teams and participants are spread across the levels, which is an important balance.

Attendees thanked Allan for all his efforts over FY22.

Jill Ross asked about the bottom court curfew. Simon Clarke advised we started the conversation last year with Whitehorse City Council but due to works on lights and fences and Covid disruptions this will be something for the new Committee to consider.

Phil Lyons asked do we consult the neighbours? Simon Clarke said yes this is part of the consultation process.

Simon Verbeek stated that this is a project for the FY23 Committee as the FY22 Committee did not have enough capacity. Rod Petrie added that the process was to get the new lights in place before commencing curfew discussions.

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Rob Miravet asked is there a curfew for top lights. Simon Clarke said he will confirm, but thinks it is 1030pm, but could be 11pm.

Allan Edge thanked the Committee and Simon Clarke for their support and expert guidance of the Club.

### **Maintenance Report (Rod Petrie)**

Rod presented the Maintenance report contained in the 2021-2022 Annual Report.

Rod advised that in addition to the larger capital works (lights and fences) there had also been a lot of work undertaken for general upkeep and maintenance which included regular court sweeping and sand application, weeding and garden bed maintenance, the installation of a roof over the shed, and preparation for the 125 year celebrations.

Some priorities for the next 12 months include - screening plants along fencelines, installation of plinths underneath the fences, and windbreaks to be installed.

Rod thanked Simon Clarke and Simon Verbeek for their efforts and those that attended working bees over the 12 months.

Simon Clarke thanked Rod for all his efforts.

### **Treasurer's report (Jan Buxton, Treasurer)**

Jan presented the Treasurer report contained in the 2021-2022 Annual Report.

Jan thanked Anne Smythe for doing the banking over the course of the year.

Jan outlined the three largest income items for the past year:

- Membership fees
- FDT agreement
- Book a court revenue. Jan remarked the Book a court revenue has been a welcome additional income stream.

Jan then outlined the top expenses for FY22:

- Electricity
- Fees and fines

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There was considerable investment in capital works over FY22 including Fencing - \$40K and Lights - \$129k

Jan thanked the Committee for continuing to support the treasury function.

Phil Lyons asked a question: The land hasn't appreciated in 3 years? Simon Verbeek answered the Council has not valued the land for 3 years, it is due this year.

Simon Clarke thanked Jan for running the Treasurer role in FY22 and for his work at the Club.

### **Acceptance of financial statements**

Jan Buxton proposed accepting the financial reports, seconded Rodney Jarvis. All in favour.

### **Acceptance of annual report**

Simon Clarke proposed acceptance of the annual report, seconded Phil Lyons. All in favour.

### **Fees for 2022 - 2023**

It is proposed that the fee structure for the upcoming year is:

Adult Membership                 \$185

Junior/Student Membership   \$115

Family Membership               \$410

Proposed: Simon Clarke

Seconded: Rod Petrie

All in favour.

### **Election of office bearers (Simon Verbeek)**

Simon Clarke thanked Richard Scott for his 3 years as secretary and for improving the function and processes.

Simon Verbeek also thanked Richard.

Simon Verbeek addressed the members present on Simon Clarke's Presidency, and gave an overview of the significant achievements of the Club under Simon's stewardship and the calm way in which he had guided the Club over some very challenging years. Simon Verbeek remarked the Club is in a strong position, with quality facilities, good membership and in a good financial position. Some of Simon Clarke's key achievements included:

- The introduction of Book a Court; a huge effort to introduce and has brought a new income stream to the Club, a great legacy.

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- Significant upgrade of the Club lead by Simon Clarke - including all club house recent works, the lights, storage facility, fences, etc.
- The negotiation and signing of a new FDT contract, plus the running of competitions, etc.
- The successful execution of the 125 year celebration

Simon Clarke has done a huge amount for the Club and the community and Simon Verbeek thanked Simon Clarke for the immense amount of time he has invested in the Club.

Simon Clarke thanked the Committee for their support.

Simon Verbeek declared all positions vacant and facilitated the appointment of the new President and executive roles.

**President** - Jan Buxton

**Secretary** - Simon Clarke

**Treasurer** - Simon Verbeek

**Vice President** - Richard Scott

**General Committee Member:**

- Ros Cornish (membership)
- Rod Petrie (maintenance)
- Yi Chang Thomas Kennedy (ERT Junior Sunday)
- Ben Bullock
- Jack Foley (Social Media)
- Sussan Chang
- Rob Miravet
- Chelsea Jose - will be co-opted onto the committee (as nonmember) and will work with Ros on the junior membership

**Night Tennis Convenor:** Allan Edge

**Pennant Convenor:** Simon Verbeek

**Senior ERT Convenor:** Allan Edge

**Junior ERT Convenor (Saturday):** Alexei Demajo

**Junior ERT Convenor (Sunday):** Thomas Kennedy

**General Business**

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Rodney Jarvis ran through the Obituary for Life Member Alan Heffernan, who sadly passed away late 2021. The full Obituary features in the 2021-2022 Annual Report.

Simon Clarke asked Simon Verbeek to stand up and be proposed for life membership:

*Simon joined Box Hill Tennis Club in the same manner that many of us have, as a parent of junior members. However, his own career quickly developed, and he became an important and active member of our high level teams in the Pennants, ERT and BDNTA competitions.*

*Simon joined the committee of Box Hill Tennis Club in 2012, and has served as Vice-President since 2013. This has included a period as Acting-President in 2015.*

*Some highlights of his service to the Club include:*

- *Joint coordination of lower court refurbishment in 2015.*
- *Committee member of the coaching review in 2015-2016.*
- *Developed our social media presence and assisted in our transition to electronic records and communication.*
- *Pennants Coordinator, 2017-present.*
- *Assistant Treasurer, 2017-2022.*
- *Administered GST compliance, 2020-2022.*
- *Joint coordination of upper court refurbishment, 2021-2022.*

*In addition, Simon is one of the most regular attendees at our working bees and has done a lot of maintenance work at the club in his own time. He has mentored many young players in the transition from junior to senior competition, and has been mainstay in improving the quality and culture of our senior teams. He is regularly present at the club, and always engages with members and visitors to make them feel welcome.*

*For the above reasons and many more we believe that Simon Verbeek has made a significant and sustained contribution to club, and therefore nominate him for Life Membership of Box Hill Tennis Club.*

Seconded by Rod Petrie, will in favour.

Simon Verbeek thanked Simon Clarke and the Club for the life membership.

Harin de Soysa asked if we can introduce an award for a high performer, or competition winner, that is named after Allan Heffernan. The new committee will consider this.

Rob Miravet asked if there is the option in Book a Court to turn off the lights in case of washout. Simon Clarke will discuss with Tennis Victoria.

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Rob Miravet would like the Club to look at purchasing a table tennis table. This will be added to next committee meeting agenda.

Harin asked if we can we look at some social nights such as cheesemaking or some other activity. For new committee to investigate.

**Meeting closed at 9.03pm.**

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