

Bungendore Park Tennis Club (BPTC)
Bungendore NSW 2621
CLUB ORDINARY MEETING #2/2021
Monday 3 May 2021, 10:05am
Clubhouse

1. WELCOME & INTRODUCTIONS

The meeting was chaired and opened by President, Keith Bender.

Present were Kate Bender, Keith Bender, Robert Breust (from 10:21am), Kerrie Crane, Rosie Windsor, Lynne Butson, Dave Pajaczkowski (from 10:10am).

2. CONFIRMATION OF MINUTES OF 15 MARCH 2021/ACTIONS ARISING

The committee endorsed the minutes. The committee noted the closed action items and progress against outstanding action items. The club noted:

- curtaining organised by Rosie Windsor to go between Court #1 and Court #2 is scheduled to be installed at midday;
- the addition of a new fire extinguisher in the clubhouse, thanking Robert Breust for supplying and fitting the extinguisher without cost to the club.

Minutes (Moved: Kerrie, Seconded: Kate, Supported: All (4 committee members))

Actions arising: (Moved: Rosie, Seconded: Kerrie, Supported: All)

Meeting start time: The committee noted a regular one-on-one coaching booking from 9:00am to 10:00am effectively prevented the coach from attending club committee meetings. The committee agreed to a new meeting start time of 10:00am to address this issue.

(Moved: Keith, Seconded: Kerrie, Supported: All (4 committee members))

3. CORRESPONDENCE

The committee accepted the report noting key correspondence as follows:

- advice from the NSW Government grants unit approving the club upgrade change in scope request
- advice from the council approving the club's request to set up a direct account with electricity provider (AGL)
- advice from the NSW Office of Sport approving the club's request for Cross Border sports club COVID assistance funding; and
- out-of-session endorsement of banner advertising for Jigsaw Tax and Advisory to be arranged as soon as possible.

The committee also noted that verbal communication had occurred between the president and the NSW local state MP's office on 3 May 2021 with a view to arranging a suitable date for the formal launch of the upgraded community tennis facility in Bungendore.

The president had also sought details of where to source a suitable sign acknowledging the assistance provided by the NSW Government. Ashley Meyer-Dilley advised that the date is likely to be in June 2021 and that she would confirm date and signage information as soon as possible. *(Action: Keith)*

The committee accepted the correspondence report.

(Moved: Rosie, Seconded: Lynne, Supported: All)

4. COVID UPDATE

Keith undertook to revise and circulate/publish the updated COVID safety plan to reflect the relaxation of restrictions that occurred some time ago. *(Action: Keith)*
(Moved: Rosie, Seconded: Lynne, Supported: All)

5. CLUB OPERATIONS/COACH REPORT

Club operations:

Kate reported that the Term 2 comp is progressing well and that the response to the comp was solid with 10 teams participating in spite of the fact that three teams had been lost. Two new younger players from Monday night had joined the comp propping up a team which otherwise would not have continued beyond Term 1 comp.

Registering 10 teams was a significant achievement particularly since four weeks of the comp will run in the cooler month of June.

The two division approach (A and B) appeared to be working well - for Term 2 comp one team has dropped back to Division B while another has moved up, as a result.

The partitioning of the more 'fun focussed or seeking' participants from more 'serious play' participants seemed to be working well with teams getting the odd game which sees the divisions mixing together.

The committee noted that night time operation of the 4th court expected in the second half of May and the prospect of an earlier finishing time may have the effect of drawing more people into the club's term based nightly social competition. An earlier finish time may also provide an opportunity for a social catch up and light supper at the end of play, for those that want who want it.

Work to develop an end of Term 2 Comp member survey will begin later in the week.
(Action: Kate/Lynne)

In spite of the colder weather, Monday night continues to act as an important feed-in activity to other activities/programs and membership available at BPTC.

Tuesday morning social tennis continues to have good participation perhaps because of the outstanding morning teas provided by Andy Burbidge. The committee noted that a small sub-group of Tuesday morning players often get together on Friday after lunch for a hit.

Robert reported how the friendly match with the Yass Lawn Tennis Club on Saturday, 1 May 2021, went very well with tennis played on a perfect autumn day between 11am and 3:00pm-3:30pm on clay (compacted granite) courts. The committee noted the special connection between Yass tennis club and one of our members (Stewart Mudge). This made the day even more special and memorable. The committee noted

the format of 8 games with no-ad deuce arrangements in play either after the first or second deuce depending on the team.

In terms of arrangements for the event, the committee noted the opportunity for confirming the catering and payment arrangements up-front, ensuring both club's are clear about such arrangements and a map showing the tennis facility location in the information for participants when organising further inter-club matches. The committee noted the difficulties in organising events of this type and thanked Robert for his efforts.

The committee agreed in principle to 7 November for the Triggs Bowl rematch with Yass to be held in Bungendore.

Given the closeness of the event to the Palerang Cup event (the following weekend) the committee agreed that members should to be surveyed about the proposed date for the Triggs Bowl match, a possible Murrumbateman match (social/trophy event), preferences for options for selecting the team for such events and to gauge interest in opportunities for low coast team preparation tennis activity in the lead up to inter-club matches delivered by RSTA.

The survey could also gauge possible interest in other matches including a country (Bungendore/Braidwood) versus coast (Ulladulla/Batemans) event and Bungendore versus Goulburn. *(Action: Kate/Lynne/David)*

The committee accepted the club operations report.
(Moved: Lynne, Seconded: Rosie, Supported: All)

Coach report:

Term 2 started relatively well but has been a little bit quiet. David thanked the committee for making available one court on Tuesday night but advised that despite having 7 people interested before the start of term, RSTA had struggled to have people commit and hence the court assigned for RSTA activity would for now remain available for club activity or casual hire. David advised how RSTA currently only has one adult program (Cardio tennis) running with two or three female participants attending regularly. David expressed a desire to generate further interest in adult programs such as the Technique and Tactics course. He noted that the colder weather is having an impact with people less likely to engage in after work exercise activity.

On the juniors side, RSTA programs are going quite good with more juniors wanting to join in each week and some flow from Friday evening participation into Saturday programs. Children range from 6 to 16 years and some are participating in and enjoying 'match play' activity where they learn not only how to play a singles game but how to score and tennis etiquette such as changing ends and so on. This preparatory activity can act as a useful lead-in for tournament play at other venues.

The committee suggested short videos posted on social media as a means to generate increased interest in RSTA activities/programs for adults and kids alike. David explained how expensive online ads had failed to deliver the promised results.

The new principal at Bungendore Public School is due to start next week. The committee and coach agreed to prepare a welcoming gift of old racquets and balls and send a letter to set up a time for the principal to visit the club and accept the gift. *(Action: Keith/David)*

The committee accepted the coach report.
(Moved: Keith, Seconded: Kerrie, Supported: All)

6. FINANCIAL REPORT

Kerrie noted the club's positive financial position. In relation to term comp activity, reconciliation should be performed between actual fees paid versus players to ensure the requisite fees have been received for the Term 1 comp, casual two-week comp and current (Term 2) comp. *(Action: Kerrie/Keith)*

The committee noted that the *Clubspark* platform is not currently being used to collect term based comp fees. This is in part because there is a lot more information collected at the time people are asked to pay their fees, for example, team name, preferred night to play and whether or not the person wishes to go on the reserve list and if so their preferred nights to reserve.

The club will explore expanding the use of *Clubspark* to collect fees once the term based comp is bedded down.

The committee noted that the club had spent \$187,000 in the period for the year-to-date and that this reflects an extraordinary work program that has been undertaken to transform Bungendore's tennis facility and which is nearing completion.

The committee noted that the BAC security expenditure item (BAC integration) reflected a substantially lower than anticipated expenditure amount because Robert was able to negotiate the required technical solution without the need for a completely new lighting control board. Robert noted that further expenditure, ~\$250, would be required for external certification that completed electrical work is ready for testing.

The committee noted the \$500 in revenue raised from the club's first IGA sausage sizzle run by Rosie and Lynne with help from Kerrie with a further sizzle planned for 29 May 2021.

The committee noted that the loan balance was now sitting at just over \$13,000 down from \$32,000 at the end of 2019. Based on the current net balance i.e. after the unused grant funding is accounted for the club should be in a good position to make a payment of around \$6,000 in July 2021.

The committee accepted the financial report.

(Moved: Keith, Seconded: Lynne, Supported: All)

7. RISK & ISSUES UPDATE

The committee noted the remaining risk around the cricket nets remaining although it was noted that hazard tape had been installed across the entry to both nets encouraging people to no longer use the nets.

The risk register will be updated to reflect the latest developments included the updated COVID plan. *(Lynne/Keith)*

The committee accepted the risks and issues update.

(Moved: Kate, Seconded: Kerrie, Supported: All)

8. CLUB IMPROVEMENT PROJECTS – UPDATE

a. Replacement fencing project: The committee noted the club email sent to the Infigen Energy to acquit the project funding provided from the Capital Community fund towards the club re-fencing project.

b. Club Upgrade: (4th court, combined hot shots court and practice wall, LED lighting to existing courts, netting between court 1 - already covered in Actions arising above, spoon drain, earthworks to tidy up the areas immediately adjacent to court 4 and the practice wall, new nets and winders):

The committee noted that:

- the engineering report on pathway cracks remains outstanding;
- LED lighting to the new playing areas and existing courts is scheduled for 17-19 May 2020. This work will impact on court availability during the day and may impact on court availability during the night - the club will follow-up this aspect with lighting contractor and advise on impacts on programmed coaching and club activity out-of-session as soon as possible. *(Action: Robert)*
- work on the spoon drain is scheduled to start on 10, with the remaining earthworks scheduled for week beginning 24 May;
- Will Jeffrey has undertaken to arrange to have the excess soil removed as soon as possible.
- the new nets and winders have been delivered and will be installed to coincide with the formal launch (date TBA).

The committee noted that around \$1,800 is remaining once all the remaining work is completed and current calls on this amount include:

1. a large sign acknowledging NSW Govt support for the facility upgrade ~\$400
2. certification of electrical work as 'ready-to-test' ~\$250
3. Bubbler solution sitting atop existing tap ?
4. Temporary tidying up of the area (mulch, weed mat, posts cemented into ground to anchor further seat donated by Robert and a wooden back, crushed blue metal dust for paving. ?
5. Bike racks?
6. Rubber to sit under gate to Court A to prevent balls from escaping ?

7. Anything else?

Committee to finalise use of remaining facility upgrade funding out-of-session
(Action: Keith)

The club noted the new rack for lost clothing. Clothes will regularly be donated to Phil's Emporium after social media posts are used to encourage owners to claim their lost clothing.

d. New clubhouse/multi-purpose meeting space - grant application: Application submitted on 25 February 2021 seeking Regional Sport Facility fund program funding.

The committee accepted the club upgrade report.

(Moved: Lynne, Seconded: Rosie, Supported: All)

9. CLUB COMMUNICATION

The committee agreed to draft an all member email to inform members of developments including the upcoming survey, CTL winter league and RSTA activities on offer particularly targeted to adults. (Action: Keith/Dave)

The committee accepted the club communication update.

(Moved: Lynne, Seconded: Rob, Supported: All)

10. TENNIS ACT EVENTS & INFORMATION

Rosie advised that new information about the Canberra Tennis League (CTL) information would be put up on the noticeboard today. The committee noted the opportunity to participate in a new pair based CTL tennis comp on Saturdays.

Noting that Colin Thompson, when working from the club recently, was unable to visit the club while a children's coaching program was underway, Colin would be invited to attend the club during Saturday children's tennis program activities at Bungendore.

(Action: Keith/David)

The committee noted the outline of the workshop run at the last Tennis ACT Club Forum which had club presidents exploring the essence of the aims and objectives underpinning club/coach agreements and associated arrangements.

Building on this activity there is an opportunity to have a follow on activity facilitated between the club and coach by Tennis ACT to establish a shared understanding of the aims of BPTC and RSTA and a shared area of focus for moving forward.

(Action: Keith/David to arrange)

The committee accepted the Tennis ACT Events & Information update.

(Moved: Kerrie, Seconded: Lynne, Supported: All)

11. OTHER BUSINESS

The committee agreed to a tentative date for the club's 2021 Open Day of Sunday, 10 October 2021 i.e. the first Sunday after school returns. The club will advise Tennis ACT of the proposed date. (*Action: Keith*)

12. CLOSE OF MEETING

The Chair thanked everyone for attending, noted the next meeting will be on 26 July 2021 and declared the meeting closed at 11:30am.