

Bungendore Park Tennis Club (BPTC)
Bungendore NSW 2621
CLUB ORDINARY MEETING #4/2021
Monday 13 September 2021, 9:00am
Messenger Video

1. WELCOME & INTRODUCTIONS

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

Present were Kate Bender, Keith Bender, Robert Breust, Lynne Butson, Kerrie Crane, Rosie Windsor, Lynne Butson, Dave Pajaczkowski (from 9:30am).

2. CONFIRMATION OF MINUTES OF 26 JULY 2021/ACTIONS ARISING

The committee endorsed the minutes. The club noted a number of actions remain outstanding.

Minutes/Actions Arising (Moved: Kerrie, Seconded: Kate, Supported: All)

3. CORRESPONDENCE

The correspondence report was discussed. The committee noted the written advice received from Eric Martin Architects & Associates on 2 September 2021 outlining two quotes received for the investigation and engineering design of an appropriate sewage and waste-water plan for the proposed new clubhouse. The committee noted out-of-session approval in the email exchange between committee members 3-4 September 2021 to commit club expenditure of \$3,850 and accept the proposal received from Sellick Consultants.

The committee approved the correspondence report (Moved: Rosie, Seconded: Lynne, Accepted: All)

4. COVID UPDATE

Keith noted the COVID safety plan has been revised and reissued to reflect the when restrictions were put in place for regional NSW following the ACT lockdown from 14 August 2021. A similar update had been made by RSTA to their COVID plan.

The committee accepted the COVID update.

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

5. CLUB OPERATIONS/COACH REPORT

Club operations:

Kate reported that the Term 3 comp was put on pause together with all club organised social tennis activities pending the easing of restrictions expected when the level of vaccination reaches 80%. Kate reported that interclub matches planned for November may need to be postponed although this is still yet to be confirmed with Yass Lawn Tennis Club and Braidwood Tennis Club.

Kate reported that although club organised tennis activity was on pause, casual court hire activity, particularly among non-members, was up.

The committee accepted the club operations report.

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

Coach report:

David advised the sharp decline in coaching activity in the wake of the introduction of COVID restrictions with all group activity beyond 1 : 2 no longer being run.

Keith advised that there was some discussion at a recent President's meeting hosted by Tennis ACT inviting club's to look at what relief may be able to offered to coaches given the impact of restrictions - in the case of ACT all tennis facilities have been closed until further notice.

The committee invited David to provide data on hours used since the lockdown such that the committee can explore possible financial relief. *(Action: Dave)*

The committee accepted the coach report.

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

6. FINANCIAL REPORT

Kerrie noted the club's positive financial position in particular:

- the Martin family loan being now fully repaid;
- a new club sinking fund account established with a deposit of \$10,000; and
- a healthy bank balance of almost \$4,400 to meet upcoming expenditure for example, club affiliation fees.

Kerrie also noted the new revenue from further IGA sausage sizzles.

The committee accepted the financial report.

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

7. RISK & ISSUES UPDATE

The committee noted the COVID risks have been mitigated by blocking out Court 2 to ensure separation of play and new signage at the club, social media, the club's website news page and information published in the Regional Independent.

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: Kerrie, Seconded: Rosie, Supported: All)

8. CLUB IMPROVEMENT PROJECTS – UPDATE

a. Monthly membership option/Clubspark platform: The committee noted the planned switch-over to rolling monthly membership subscription options on 1 October 2021 in lieu of the half yearly membership option with:

- rates from 1 October 2021 to be agreed out-of-session; and
- all rates for 2022 (including court hire) to be the subject of a special meeting.

(Action: All)

b. Club Upgrade - formal launch: The committee noted that the impact COVID

restrictions were having on scheduling the formal launch of the club upgrade. Keith undertook to continue to follow up the possible timing for the launch with the local member's electorate office as restrictions begin to ease.

(Action: Keith)

c. Replacement clubhouse - plans and grant application/s: The committee noted the intention to have a plan that includes similar sized toilet/change room facilities at the eastern end of the new clubhouse. The committee noted that final plans to support a application for funding would be finalised out-of-session together with a further grant application this time to the Office of Sport Regional Sporting Facility grant program.

The committee also noted that the Office of Responsible Gambling is expected to advise the outcome of our application to their Infrastructure Grant funding program in November.

The committee accepted the club upgrade report.

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

9. BPTC/RSTA OPEN DAY

The committee agreed that the club's 2021 Open Day planned for Sunday, 10 October 2021 i.e. the first Sunday after school returns would need to be rescheduled given the COVID situation.

(Action: Keith/David)

10. DIVERSITY & INCLUSION (AUDIT)

The committee noted that work is yet to commence on this item.

11. CLUB COMMUNICATION

The committee agreed to draft an all member email to inform members of developments including the monthly subscription service and changed arrangements due to COVID etc. *(Action: Keith)*

The committee accepted the club communication update.

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

12. TENNIS ACT EVENTS & INFORMATION

The committee noted that the Tennis ACT awards event, for which BPTC is a finalist for 2021 Most Outstanding Club of the Year, had been rescheduled from the Bradman Room at Manuka Oval to a virtual (online) event to be held in October.

The committee also noted that a planned visit by Tennis ACT to the club to complete BPTC's Venue Sustainability Rating 2.0 assessment had to be postponed until further notice because of COVID.

The committee accepted the Tennis ACT Events & Information update.

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

13. OTHER BUSINESS

There were no other business items.

14. CLOSE OF MEETING

The Chair thanked everyone for attending, noted the next meeting will be on 15 November 2021 (with a special meeting to discuss the 2022 club fee structure before then) and declared the meeting closed at 11:30am.