

Bungendore Park Tennis Club
PO Box 126, Bungendore NSW 2621
CLUB GENERAL MEETING #6/2020
Monday 21 September 2020, 1pm
Messenger Video Conference

1. WELCOME & INTRODUCTIONS

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

Present were Robert Breust, Kerrie Crane, Rosie Windsor, Lynne Butson, David Pajaczkowski, Keith Bender.

2. APOLOGIES Nil

3. CONFIRMATION OF MINUTES OF 17 AUGUST 2020, AND ACTIONS ARISING

The minutes were confirmed with a correction to the date for the next meeting.

Moved by Keith, seconded by Kerrie, supported by all.

Actions arising: The committee noted that the following actions remain outstanding:

Item 1. - Cheque for \$120 (portion of proceeds from 2020 Open Court sessions) to be presented to the Bungendore Local Fire Brigade at the station HQ corner of King St and Ellendon St on 25 September 2020.

(Action: Keith/Kerrie)

Item 2. – Follow up with Haverford Netting regarding formal quote for curtaining between courts. *(Action: Rosie)*

Item 3. – Continue efforts to clarify apparent new electricity billing arrangements with QPRC and council's COVID program for possible waiver of bills for second half of 2020 for playing field (including court) lighting costs – payment of electricity bills to be placed on hold for now *(Action: Kerrie)*

Item 4. - BPTC application for first round of special one-off \$1000 COVID grant to sports clubs (affiliated with NSW sporting bodies) from NSW Office of Sport (OoS) was unsuccessful despite representations from Tennis ACT. Mark Le Brooy is following this up further with the NSW OoS to see if dispensation can be given to NSW clubs like ours affiliated with Tennis ACT *(Action: Keith)*

Item 5. - Follow-up WWCC application *(Action: Rosie)*

Item 6. – Complete criminal conviction declarations *(Action: Rosie, Robert)*

The committee accepted the outstanding actions arising update.

Moved by Keith, seconded by Lynne, supported by all.

4. CORRESPONDENCE

Keith noted that two correspondence reports had been prepared for consideration by the committee: one for the meeting of 17 August; and the other for this meeting.

The committee accepted the delayed correspondence report for the meeting of 17 August 2020.

Moved by Rosie, seconded by Lynne, supported by all

Report for 21 September: There was a discussion of the two matters brought to the attention of the committee:

- a. the expression of interest in a part-time coaching role received by message to the club's Facebook page; and
- b. a suggestion from a member of the club that the committee consider be a synthetic turf surface for the new 4th court instead of the planned rebound ace surface to match the other three courts.

Part-time coaching role:

Keith reported that the person who expressed interest had subsequently given his permission for his details to be passed on the club coach. The committee agreed to the details being passed on to Dave. *(Action: Keith)*

Surface for new 4th court:

The committee discussed the relative merits and disadvantages of a mixed court arrangement in Bungendore and particularly given the small number of courts and imbalance (three hardcourts versus one synthetic grass court) were the 4th court to be synthetic. Robert noted that the majority of tennis clubs he had visited during his recent trip up north were mixed surface clubs. Dave commented how mixed court configurations work best with facilities that have 8 or more courts with half synthetic and half hardcourt.

The committee noted in particular the higher cost to install a synthetic grass court (~\$20,000), the requirement to bag the courts after each playing session and increased maintenance costs to top-up sand each year. The issue of sand being blown across on to the existing courts was identified as a potential risk leading to slips and falls.

The committee agreed that information could be provided to members around good foot/joint health (e.g. use of sports sole/heel inserts), dietary supplements and limiting how much tennis is played as strategies for minimising injury. The committee agreed that the local podiatrist should be contacted regarding providing such information perhaps a presentation to interested members/members of the community. *(Action: Keith)*

The committee agreed that an appropriate response be sent to the member thanking them for their suggestion and explaining why the club will be proceeding with a rebound ace surface for the 4th court noting that this decision in no way prevents synthetic grass surface courts from being considered when the sports hub tennis courts are established sometime in the future and in this regard, the club will advocate for the synthetic surface courts at the sports hub at the appropriate time.
(Action: Keith)

The committee accepted the correspondence report for the meeting of 21 September 2020.

Moved by Keith, seconded by Kerrie, supported by all

5. COVID-19 (Coronavirus) – CLUB OPERATIONS UPDATE/COACHING UPDATE

Club operations:

Kate reported that Monday night tennis activity has increased. Proposal to introduce two sessions from first Monday in October following interdiction of daylight saving time; one 6pm-7:30pm for light hitting and a heavier hitting session from 7:30pm to 9pm. The committee endorsed the proposed new arrangements for Monday night tennis.

Spring comp now into Round 5 – potential issues regarding new teams feeling as though they don't belong when encountering more serious players/teams perhaps also an issue around the spectrum of player ability e.g. hard hitting by some players to people at the net without the requisite skills. The committee agreed that it was a case of managing competing expectations as well varying skill levels. Dave described the grading approach (A, B and C Grades) that is adopted at Braidwood.

The committee agreed that a working group, comprising Kate, Robert, Lynne and Dave, would develop options for the club competition program for 2021 which has regard for the mixed levels of playing ability and a range of other factors including the length of the competition.

(Action: Kate, Robert, Lynne and Dave)

Kate reported that Jenny (from Braidwood) and her had been trying to connect around the arrangements for the 2020 Palerang Cup including whether or not the event will proceed and given the COVID situation what arrangements might apply. More information will be circulated in the next couple of weeks. *(Action: Kate)*

The committee noted the gender imbalance in the opposing teams last year.

The committee endorsed the proposed new arrangements for Monday night tennis, a working group to develop an alternative comp program and accepted the remaining aspects of the club operations update.

Moved by Keith, seconded by Kerrie, supported by all.

Coaching update: Dave reported that:

- Term 3 kids Orange, Red and Green Ball all finished up last week with presentations and photographs
- Lot of positive feedback
- Numbers started low and got better as the Term progressed
- Expecting Summer to be strong on the back of Australian Open
- Google ads being used to good effect to promote tennis programs on offer – 3500 people click on links in just one week/four times as much as Woden.
- School holiday program coming up – full five day week program in Bungendore from next week then at Braidwood from the following from next Tuesday.

The committee discussed one-on-one coaching activity. Dave explained that he had a waiting list for one-on-one lessons and unfortunately there can sometimes be a mismatch between the time requested by clients and his availability.

The committee sought clarity around whether or not one-on-one activity was recorded a. on Book A Court; and b. reflected in the total hours used reported every quarter. Dave reported that the activity is reflected in the total hours but not included as a separate line item.

The committee asked that one-on-one coaching activity be included as a separate line item under the total hours used figure in the quarterly report from and including the September quarter.

(Action: Dave)

Dave explained the benefits of group coaching as opposed to one-on-one coaching in terms of learning court craft and how he is continuing to promote the group lesson approach which provides much greater benefits in terms helping people know how to move around the court and build techniques at the net and elsewhere on the court.

The committee had a general discussion about the scope which might exist to take on a further coach on a part-time basis to meet those times that Dave is unable to run sessions. Dave explained how this was not economically viable at present given the relatively low numbers involved.

The committee accepted the coaching update.

Moved by Keith, seconded by Robert, supported by all.

5. FINANCIAL UPDATE

Kerrie provided the financial update. In addressing the income and expenditure report Kerrie noted:

- the large inflow of revenue from the Spring comp;
- that expenditure on the fencing project was slightly over \$15,000; and

- that the volunteer effort on the pergola relocation project had required around \$500 in expenditure but saved the club around \$5,000 in labour costs that otherwise would have been incurred by the club.

The club accepted the financial update.

Moved Robert, seconded Lynne, supported by all.

6. RISKS & ISSUES UPDATE

Lynne advised that the risk around use of the crickets nets had been covered off through the action by the club to write to the council. Lynne also noted the action taken by the club to tape off the sections of the grounds containing building materials or where work was being undertaken.

The committee noted Dave's advice that he had not noticed any use of the cricket nets by the cricket team since the club emailed the council about the potential risks and advised Mayor Overall of the risks during his recent visit to the club. Dave noted that parents sometimes use the nets with their children.

The committee noted no sign has been erected advising people not to use the nets.

The committee noted that there will need to be an increased focus on risks when work on the facility upgrade gets under way.

The committee accepted the risk and issues update.

Moved Kerrie, seconded Rosie, supported by all.

7. CLUB IMPROVEMENT PROJECTS

a. Replacement fencing project

Keith reported that the fencing work to the left of the clubhouse and surrounding Court #1 has all been completed. Three koppers logs inside the complex and the chook wire had been removed with help from members Andy Burbidge and Barry Laver. The committee voiced its appreciation for Barry and Andy's efforts.

The feedback from members has been very positive. There is further work remaining to remove further koppers log posts and chook wire and this will be programmed to happen at the earliest opportunity. The posts at the southern end of court #1 will be shortened and screening climbing plants will be used to create an enclosed space for parents to watch their kids have lessons etc.

b. Facility Upgrade Project (4th court, combined Hot Shots court/practice hitting wall)

Keith noted that the plans had been redrawn and engineering specs prepared following the soil analysis results and the redrawn north-western boundary for Mick Sherd oval. The revised plans and specs had been sent to four potential providers and the club is waiting on responses.

A fifth provider that had responded initially after a follow-up phone call advised that they had no time or capacity to complete our project.

The committee will consider the new quotes and prices at the appropriate time. The next step will be to determine whether there is a difference between the best quoted price and the budget available for the project (provided the references for the provider are positive). If the price is higher than the budget the club will need to seek further funding and involve the NSW Dept of Education in the process noting the unforeseen additional costs arising from impact of the new high school project on Mick Sherd oval. The alternative is to reduce the scope of works carried out.

The committee could also explore proceeding with work on the combined Hot Shots court/practice hitting wall while awaiting the outcome of the further funding request if further funding is required noting that this would involve risks.

The committee noted that work to remove the small trees in the path of the 4th court is planned to occur in October with work to remove two larger trees (one directly behind court #3 and the other adjacent to the southern end of court #3) not directly related to our project are scheduled to be removed on 30 October.

The committee also noted it has been difficult to get traction from the council on work required to relocate underground irrigation under the proposed site for the 4th court. *(Action: Keith)*

The committee noted the aim to have new playing areas in place and painted by mid-January 2021 in time for the start of the Summer school holiday camp and possibly a new club summer comp.

The committee noted the plans to repurpose the paving under the old pergola space into a pathway leading from the clubhouse to the entrance to court #1. This work is likely to happen in the second week of the school holidays when Dave is running the school holiday tennis camp at Braidwood.

c. Court lighting upgrade

The club is still awaiting the outcome of its 2020 Community Building Partnerships (CBP) grant program application for new technology replacement LED lighting for courts 1, 2 and 3 submitted on 5 June 2020. The CBP grant funding round is expected to be announced in late November 2020.

There is a need to contact the state local member's office to let them know we are waiting on this grant funding to upgrade the lighting. We need to emphasise what the grant would mean in terms of reducing our electricity usage and hence costs.

(Action: Rosie)

The committee accepted the club improvement project update.

Moved Keith, seconded Lynne, supported by all.

8. BUSINESS PLAN

The committee discussed the draft business plan. Keith read out aloud the club's draft aim:

"...to be valued by people from all ages and backgrounds in the community of Bungendore and the surrounding districts and have a reputation for:

- being welcoming*
- providing great facilities and activities*
- making accessing tennis easy, affordable and fun."*

The committee noted that the club had already exceeded the membership goal for 31 December 2020 of 140 with memberships now sitting at 145. The committee found the document easy to read and follow noting that further photos needed to be added.

Keith asked committee members to provide any changes to the draft business plan to him by the end of September. *(Action: All)*

The plan is to circulate the business plan to club members along with advice on the changed Monday night social tennis arrangements before 5 October 2020.
(Action: Keith)

Robert noted in his recent travels that most tennis club's have a club shirt. Citing the shirt he purchased from the Port Douglas Tennis Club and the one he wore while participating in a tennis comp on Norfolk Island as examples, Robert suggested that the club progress a club uniform as a matter of priority. Robert undertook to work on getting a club shirt in place as soon as possible and ahead of the development of a club logo or name. *(Action: Robert)*

Keith noted that the club team name could be tested with members in upcoming club communications.

Keith also noted that an external sign involving a triangle shape in a blue similar to the court surface colour and a tennis ball is currently being finalised – importantly, consistent with the club's aim, the sign will feature the word "welcome". The sign will replace the large very weathered long rectangular sign.

Moved Keith, seconded Kerrie, supported by all

9. MEMBER COMMUNICATION

The committee noted the plan to communicate to members on the draft business plan, changed arrangements for Monday night social tennis and possible club names e.g. Bungendore Bushrangers.

(Action: Keith)

10. ACCESS TO FAMILIES/INDIVIDUALS FACING FINANCIAL BARRIERS TO PARTICIPATION

(Rosie)

The committee noted that further research needs to be carried out to see what state government programs exist that the club may be able to access to assist families in need - noting that the club's financial situation prevents it from assisting in any material way at this time.

(Action: Keith)

11. TENNIS ACT EVENTS AND INFORMATION

a. Canberra Tennis League (CTL)

Rosie noted that she is awaiting further contact from Tennis ACT.

b. Other

Keith noted the arrangements in hand to present special certificates of appreciation to past committee members for their longstanding commitment to the club. The recipients will be invited to bring along a family member to the Canberra Tennis Centre for a special award ceremony in the next week or so.

The committee accepted the Tennis ACT events and information update.

Moved Keith, seconded Rosie, *supported by all*

12. OTHER BUSINESS

Robert asked that we reschedule the committee meetings to earlier in the day so that the rest of the day is free for other activities. The committee agreed to aim for an 8am start for its next meeting and the time would be confirmed when the agenda is circulated. *(Action: Kate)*

13. NEXT MEETING – 14 December 2020

14. CLOSE OF MEETING

The Chair thanked everyone for attending and declared the meeting closed at 3:05pm.