



Viewbank Tennis Club

2021 AGM

Wednesday, 3 November 2021 – 7.30pm

AGM Documentation

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VIEWBANK TENNIS CLUB INC.

(Registered No. A0017758M)

NOTICE (AND SAVE THE DATE) **Annual General Meeting**

Date: Wednesday 3 November 2021
Time: 7.30pm for 7.40pm start
Venue: Zoom

Zoom meeting details

[https://us02web.zoom.us/j/89308956994?
pwd=aHF3OWp4NW5iWTZJbW5iZzRHUIpqQT09](https://us02web.zoom.us/j/89308956994?pwd=aHF3OWp4NW5iWTZJbW5iZzRHUIpqQT09)

Meeting ID: 893 0895 6994 Passcode: VTC2021

Dear members

We hope you and your families are keeping well.

Due to the covid restrictions, we will be holding our annual AGM on Wednesday 3 November 2021, at 7.30pm.

Please RSVP to our AGM via email by no later than 5pm, Wednesday 27 October 2021 - RSVP to secretary@viewbanktc.com.au

We will send a calendar invite to all members who RSVP.

Kind regards
Viewbank Tennis Club Committee

AGENDA

1. Attendance
2. Apologies
3. Confirmation of minutes
4. Proxies
5. Ordinary Business
 - 5.1 Annual Report
 - 5.2 Financial Statements of the Association for the preceding year;
 - 5.3 Election of Committee members
 - 5.4 Annual membership fees and joining fee;
6. General business

Viewbank Tennis Club AGM 24 August 2020

1. Welcome & attendance
2. Apologies: Rob, Greg,

Roll:

Adam, Peter, Sue, Sylvia, Brayden, David, Laura, Michael Ingvarson, Neil George, Annie Hand, Ben Malborough, Rod O Donald, Darren Hodgson, Matt, Michael Hodder, Nerinda, Tegan Hodgson , Simon Abraham, Thomas Elmer, Michael & wife

3. Agenda 1) Thomas Elmer Seconded: Sylvia Watson
4. Proxy: Greg Sando(Nicole), Jenny Priest (Sue), Max Nolan (Peter), Rob (Adam),
5. Ordinary Business
 - 5.1. Annual report: Adam

Thanks to committee for all the help and for raising the grants and taking part of all the new initiatives and the challenges that were thrown to us this year with Covid.

Special thanks to Peter & Sue for all their help through the years and supporting in various different

- 5.2. Financial Statements: Juniors comp are Covid affected;
- 5.3. Election of committee

President: Adam Betts – Peter, Nicole

Vice president: Nicole Koek Neil; Darren

Secretary: Sylvia Watson – Adam, Darren;

Treasurer: Neil George – Adam, second Nicole

Membership: Thomas Elmer – Darren, Annie

Night tennis liaison - Michael Hodder – Adam, Thomas

Juniors secretary: Brayden Patterson Sylvia, David

Twilight liaison - Darren Hodgson Nicole, Neil)

General: Greg (facilities), Annie (15-16 year), Laura Waddingham, Chirag (liaison pennant)- Adam, Sylvia

David (coach)

- 5.4. Election of committee

The membership fees will remain. Special consideration for special Covid 19 situation.

Thomas; seconded: Rod

6. General matters:
 - 6.1. Annie Hand: life member

Since 2003 filled the membership role at the club. Thanks you very much for all your work over the years. Nomination moved: Peter, seconded: Nicole

6.2. Executive Committee

Formally recognise exec committee as pres, vice, secre, treas- to allow to take decisions during these emergency times (Covid19 & lockdowns) : Moved: Sylvia, Seconded: Sue

Membership to be determined by exec committee this year: Moved: Thomas; Seconded: Peter

6.3. Keys

Book-a-court: To make a booking socially.

Return of the keys (\$100 deposit was given). Key is approx. \$20.

Normally 1-2 keys per year returned.

Proposal return key (Approx. \$18,000)

- 1) Donate the key deposit back to help the club
- 2) Redeem 10 hours free night time play with lights before June 2021
- 3) Free Membership 2020-2021 - Up to value \$100
- 4) Refund of deposit (less suggested voluntary admin fee \$20)

Limit: only current financial members (2019-2020)

Timeframe: 6 weeks to return

Moved: Rod; Seconded: Matt

- 6.4. Club championships have been postponed until it is possible to hold them in some way or form. Likely, not in the format that we have done the last few years at a later stage in 2020. Or it might need to be cancelled.
- 6.5. Planning to review the constitution from 2013 to ensure committee can operate during emergency.



Dear members

President report 2020/21 - AGM 3 November 2021

On behalf of our committee, I hope you and your families are keeping well.

It has been another challenging year for everyone in our community.

After what was such a tough year in 2020, this year started with some positivity having competition back playing from February. It was nice to be back to some normality playing some tennis too.

Then, from July, we unfortunately needed to follow the advice from the Government, Council and Tennis Victoria and close the club throughout the lockdown.

The recent good news is that we are back and running at the club, with all courts open and only restrictions in place for group sizes for coaching and social play. At this stage, no competition is planned or permitted.

Before providing an update on some things happening at the club, I wanted to express my gratitude to all of our members and their families. The last 18 months has been very challenging and we hope that we are towards the end of these lockdowns. On behalf of your committee, I thank you for the ongoing support and understanding that you all have shown to us as we have had to navigate our way through a changing landscape in sport and in the community. We really appreciate everyone sticking with the Club and also the messages of support that some members have sent through to us.

info@viewbanktc.com.au



www.viewbanktc.com.au



96 Rutherford Road; Viewbank; VIC 3084





Without our members, the club wouldn't be what it is today. So a massive thank you - you guys are awesome and I am super proud of how everyone has support each other and the club during these difficult times.

Competitions and participation

Starting on court, it is always a good time to reflect on the highlights of how the Club's teams have performed.

For night tennis:

- We entered our first two DVTA night competition teams in the Autumn 2021 season. No teams made finals, but we all had heaps of fun meeting new people.
- In the NENTG competition, 4 Mens, 3 Vets, 1 Womens and 1 Mixed team made finals, with one team going through to the Grand Final. Well done to all the teams and players.

Before the Victoria Pennant season was cut short due to the covid lockdown, our grade 6 team was on top of the ladder. Thanks to Chirag for his work managing the pennant team again this year.

For our junior tennis, we had 2 of our 6 teams make finals in Autumn 2021.

Our twilight tennis has unfortunately had some time off due to covid. However it is our plan to have twilight come back as soon as we are able to and the rules permit competition.



While competition is not running at the moment, we are currently in talks with a few clubs in the region about possibly teaming up to run a program over a few weeks to get juniors back on court and playing against other clubs. A bit still has to play out with the restrictions

and also what the associations might be planning as well, so we will let keep parents updated as more information comes to hand.

Events

With COVID, the club hasn't been able to hold any events.

However, we have a couple of things planned for early next year:

- We are working with Rosanna Tennis Club to do a women's twilight social competition as well as introduce some Viewbank members to Rosanna's Friday social.
- The club will be holding events in the new year along side the coaches at Topline Tennis, so watch this space!

Our goal is to re-engage with our members and the broader community, both in a tennis and social setting. Our club is committed to bringing people back together and to interact with one another, in a way that is safe based on our new covid normal.

We look forward to more activity around the club over the next few months.

A decorative bar in the top left corner consisting of three vertical rectangular blocks: a yellow one on the left, a dark blue one in the middle, and a smaller yellow one on the right.

Capital projects

Our big staple project over the last few years was the resurfacing of courts 7 and 8. We also upgraded the fencing as part of this project.

One piece that we missing from the original court 7 and 8 project was the upgrading of our lights to modern and an LED light solution.

Our exciting news is that we managed to secure \$245,000 from Banyule City council this year of which, \$80,000 will be used to upgrade our lights on courts 7 and 8 to LED lighting. This is an great achievement and result for the club. These works are in the planning stage and will be carried out before 30 June 2022.

Also part of the funding from council, we have \$90,000 allocated to upgrading our lights on courts 1, 2, 4, 5 and 6 to LED as well. And, we have \$75,000 allocated to investing in our landscaping around the club property. Both of these works are due to be completed between 1 July 2022 to 30 June 2023. A massive thank you to Banyule for their support.

On other projects that we have completed over the past year and a bit, included:

1. The installation and implementation of our new Book A Court system, with an upgrade to our front gate and court access. We appreciate everyone's support in the early stages of the implementation of the system.
2. We took some time to go over the grounds and do some repairs to the pavement in some areas on the stairs and also between courts. Thank you to Matt Wood and his team at Extendahand Property Services/Struct for their work here!





3. We have bought security cameras for the club using funding received from one of our sponsors, Bendigo Bank.

What's coming up

We continue to spend lots of time looking for grants and working with council to obtain more funding to help with our capital works plan.

As mentioned above, we have the works on the LED light upgrade and landscaping coming up.

We will look to roll our events for members and the community, an open day and hopefully our club championships next year.

We also plan to organise some social events for our members.

Thank you!

2020 and 2021 have been very challenging years for everyone.

We have and will continue to do what we can to support our members financially, with things such as half year memberships which we have offered throughout the pandemic.

Despite reduced membership fees, we have worked tirelessly to find our sources of funds to help cover our costs for both ongoing maintenance and utilities as well as any works we do around the club.

The works we do would not be possible without the support of our great sponsors for their significant contributions across the year.



Our sponsors:

Bendigo Bank

Telstra

LDB Accountants and Advisors

ETU

Sonja Terpstra MP

Extendahand Property Services

We would like to thank the Victorian Government and Banyule City Council for funding and grants received throughout the year.

Again, a big thank you to our members for your continuing support of the club. Without our members, we would not be in existence and this is even more emphasised throughout the pandemic. So please enjoy getting back out and having fun with friends and family, and enjoying the great game of tennis!

I would also like to acknowledge the hard work and commitment of the 2020/21 committee - it has been such a big year for the club and you have all been integral to the development and management of the club throughout the last year. I appreciate the support over the past 12 months.

Have a great year everyone, let's hope it's a good one in 2021/22!

Best wishes

Adam Betts

President - Viewbank Tennis Club Inc

Membership Report

First I would like to thank Annie for her many years on the committee as Membership Secretary. Her work has no doubt helped the club grow throughout the years with so many members and families apart of the Viewbank Tennis Club family.

Secondary I would like to thank all members who have supported this club throughout 2020-2021 which has no doubt been difficult for everyone in so many ways.

With COVID lockdowns and the new ClubSpark system replacing the old PlayTennis platform our membership run didn't officially commence until November. With the new Book-a-court system in operation it was important to have all active members registering to ClubSpark in order to have members have access to play at the courts and also registering any other members that are playing and their guests. This has been a massive change for the club and its members and would like to thank everyone for bearing with us with any technical issues we have experienced.

With the old gate keys not in use the club coordinated different options for members to return their old gate key. On behalf of the club I would like to thank everyone who has returned their gate key as this project has not been the easiest with a lot of complexities with so many gate keys in circulation.

I would also like to thank the members that forgo their gate key deposit and donated it back to the club.

The ClubSpark and Book-a-court system will no doubt increase revenue for the club with causal user bookings but will also increase our visibility in converting them to becoming members.

<u>Membership Type</u>	<u>Total</u>
Senior	79
Juniors	40
Family	110
Students	7
Life	9
Associate	2
	247

Males	Females
161	86
Seniors	Juniors
172	75

Thomas Elmer
Membership Secretary

Night Tennis 2021

The Autumn 2021 season was up to the Grand Final round when the remaining matches of the season had to be rescheduled due to the COVID lockdown. Teams were given the choice whether they to play the game, with our only team deciding not to play.

Additionally, major points of interest from the Autumn 2021 are as follows:

- DVTA competition finished last week, with no teams making finals.
- In the NENTG competition 4 Mens, 3 Vets, 1 Womens and 1 Mixed team made finals, with one team going through to the Grand Final.

The Spring 2021 season began in August, however lockdown was reinstated in the middle of the first week of the season. This meant that DVTA, Mens and Womens competitions got one game in, while the Mixed competition did not.

From a numbers point of view, there has been some slight reductions in the number of teams playing competition, however there has been some positive signs with the uptake in Monday night DVTA tennis.

The following table shows the number of teams over the past 3 years,

	Sprin	Autum	Sprin	Autum	Spring	Autum	Sprin
Monday Night	-	-	-	-	-	2	2
Tuesday Night	5	5	5	7	-	5	4
Tuesday Night	7	7	6	6	-	5	5
Wednesday	3	3	3	3	-	1	1
Thursday Night	2	2	2	2	-	2	2
Total Teams	17	17	16	18	-	15	14

Junior Competition Report 2020/21 AGM

Covid has drastically effected junior competition across the whole NEJTA competition, seeing a reduction in teams across all clubs.

Viewbank have seen a bounce back from Autumn season where we had 6 teams we are back up to 9 which is fantastic!

Unfortunately due to covid Juniors have played 1 match... Every other week has been classified as "washed out" which means losing all weeks scheduled.

We are hopeful to be on court for the back end of the season from sometime in November and have been working with NEJTA on how this will proceed.

At this stage you must be double jabbed to play competition so they have done a survey for clubs to fill out.

At this stage it seems it may effect 1 or 2 teams at viewbank.

Hopefully we can get back to some normality next season.

Regards,
Brayden Paterson
Viewbank Junior Secretary
Topline Tennis



Coaches Report

We are approaching the middle of term 2 and we are pleased to report that enrolments and student numbers have hit an all-time high at Viewbank which we are extremely pleased about.

Over the term we have run a very successful Open Day which we enrolled a number of new students into lessons from and held the first rounds of our Rookie Tour which had a large number of participants engaging in match play for the first time or were involved in the Tour who are unable or unwilling to play Saturday comp which was pleasing.

The last area we are focused on is converting these large coaching participant numbers into Saturday comp players in the upcoming season.

David Underwood
Club Coach



Treasurer Report for FY 2020/21

It was a challenging and stressful year so far for everyone, but it's good to see that things are slowly getting better, and our members are now allowed to play their favourite sports. Although COVID-19 has created many complications, I'd like to commend our team for their hard work to improve and maintain this incredible tennis club.

As you can see from the accounts, our club is also affected by Covid and reduced our regular revenue significantly even though our membership revenue slightly increased from last year. Our cash balance reduced from \$62k last year to \$45k this year, which includes \$5k+ of grant to be spend in the coming years.

Again, this year, it was a great relief as we received some grants and sponsorships to get through this difficult time. Without this help, it would have been much more difficult to meet our ongoing expenses. So, I'd like to thank and congratulate everyone who worked tirelessly behind the scenes to secure these funds for the club.

It was also a big year for us in terms of the club's facility upgrades, we were able to install the Book a Court System, Court 3 LED light upgrade, pavement repairs etc. But we are not stopping here, and the capital improvement work is continuing as we are getting proper tennis courts LED lights for court 7 & 8 this FY and all our remaining lights are getting upgraded to LED in the next FY as well.

Our financial performance was almost like last year as we managed to reduce our expenses significantly and made a slight profit of \$5k. But the next FY and the next one, will be a big concern for us as our revenue may drop considerably due to membership revenue adjustments, but we need to meet our ongoing expenses without fail as our club facilities including courts and surrounds continually require maintenance, even without significant play.

Our total income stands at around \$89k, which was mainly improved from last year because of big grants. Our expenses were also high this year at approximately \$84k as we completed a couple of capital improvement works through those grant amounts. As I mentioned earlier, we've done our best to cut down the expenses and it worked. We also managed to secure a couple of smaller grants, which has helped us to meet some of our other club expenses.

Finally, a huge thank you to all our sponsors and all others who helped us with grants. I would also like to thank all our suppliers and service providers who have helped the club during this year. One final thing, I want to fully appreciate and thank all the committee members for their hard work, dedication and commitment towards the club

Neil George

Treasurer 2020/21



Viewbank Tennis Club Inc

Profit and Loss Comparison

01 July 2020 to 30 June, 2021

Income	Jul 2020 - Jun 2021 (CY)	Jul 2019 - Jun 2020 (PY)	Change	% Change
Club Championship Fees	\$0.00	\$40.00	-\$40.00	-100.00%
Club Events Income	\$0.00	220.00	-\$220.00	-100.00%
Competitions Fees				
Competition Fees - Juniors	\$3,440.00	\$2,300.00	\$1,140.00	49.57%
Competition Fees - Night	\$2,305.00	\$8,500.00	-\$6,195.00	-72.88%
Competition Fees - Others	\$334.60	-	\$334.60	
Total Competitions Fees	\$6,079.60	\$10,800.00	-\$4,720.40	-43.71%
Court Hire	\$4,656.20	\$1,728.70	\$2,927.50	169.35%
Fundraising				
Clothing - fundraising	\$15.00	\$30.00	-\$15.00	-50.00%
General - fundraising	\$14.00	\$190.00	-\$176.00	-92.63%
Juniors - fundraising	\$200.00	\$708.00	-\$508.00	-71.75%
Total Fundraising	\$229.00	\$928.00	-\$699.00	-75.32%
Key Refunds	-\$3,220.00	-\$200.00	-\$3,020.00	-1510.00%
Keys		\$1,845.00	-\$1,845.00	-100.00%
Membership Fees				
Associate Membership	\$0.00	\$380.00	-\$380.00	-100.00%
Family membership	\$7,960.00	\$4,251.63	\$3,708.37	87.22%
Junior membership	\$4,227.50	\$4,405.00	-\$177.50	-4.03%
Senior membership	\$10,260.00	\$10,780.00	-\$520.00	-4.82%
Total Membership Fees	\$22,447.50	\$19,816.63	\$2,630.87	13.28%
Sponsorship	\$8,000.00	\$2,200.00	\$5,800.00	263.64%
Grant Received	\$50,930.46	\$7,280.00	\$43,650.46	599.59%
Used Tennis Balls Sales	\$0.00	\$0.00	\$0.00	
Total Income	\$89,122.76	\$44,658.33	\$44,464.43	99.57%

Viewbank Tennis Club Inc

Expenses	Jul 2020 - Jun 2021 (CY)	Jul 2019 - Jun 2020 (PY)	Change	% Change
Accounting Fees	\$200.50	210.00	-\$9.50	-4.52%
Bank charges	\$3.80	\$0.20	\$3.60	1800.00%
Cleaning	\$1,110.00	\$2,677.50	-\$1,567.50	-58.54%
Club Events	\$332.40	666.48	-\$334.08	-50.13%
Clubhouse Maintenance and Supplies	\$20,629.72	\$5,456.55	\$15,173.17	278.07%
Competition and Registration Fees	\$2,544.20	\$2,885.00	-\$340.80	-11.81%
Council Rates	\$501.22	\$334.50	\$166.72	49.84%
Lease of Buildings & Courts	\$616.28	\$595.68	\$20.60	3.46%
Fundraising Expenses				
Club Championships	\$0.00	\$0.00	\$0.00	
Juniors	\$45.00	\$192.19	-\$147.19	-76.59%
Total Fundraising Expenses	\$45.00	\$192.19	-\$147.19	-76.59%
Gratitudes and Honorariums	\$50.00	\$800.00	-\$750.00	-93.75%
Grant Expenses	\$42,946.78	\$5,370.44		
Insurance	\$1,300.63	\$0.00	\$1,300.63	
Junior management - Saturdays	\$1,059.00	\$2,271.00	-\$1,212.00	-53.37%
Locks and Keys	\$449.69	\$592.81	-\$143.12	-24.14%
Membership Refunds				
Membership Refunds - Committee			\$0.00	
Membership Refunds - Members	\$80.00	590.00	-\$510.00	-86.44%
Total Membership Refunds	\$80.00	\$590.00	-\$510.00	-86.44%
Postage and Stationary	\$136.00	\$134.00	\$2.00	1.49%
Repair and maintenance				
Courts	\$6,111.05	\$7,802.85	-\$1,691.80	-21.68%
Equipment and Repair	\$715.00	\$1,529.00	-\$814.00	-53.24%
Garden Maintenance	\$673.10	\$1,350.00	-\$676.90	-50.14%
Total Repair and maintenance	\$7,499.15	\$10,681.85	-\$3,182.70	-29.80%
Team App Stripe fees	\$163.93	200.43	-\$36.50	-18.21%
Tennis Vic (Stripe) payment fees	\$715.24	\$444.59	\$270.65	60.88%
Tennis Balls	\$1,164.47	\$2,577.75	-\$1,413.28	-54.83%
Trophies and Awards	\$0.00	376.00	-\$376.00	-100.00%
Utilities				
Electricity	\$1,557.12	\$2,440.61	-\$883.49	-36.20%
Telephone & Data	\$440.00	\$0.00	\$440.00	
Water	\$464.62	\$539.16	-\$74.54	-13.83%
Total Utilities	\$2,461.74	\$2,979.77	-\$518.03	-17.38%
Website Costs	\$110.00	\$175.00	-\$65.00	-37.14%
Working Bee	\$58.00	\$170.98	-\$112.98	-66.08%
Total Expenses	\$84,177.75	\$40,382.72	\$43,795.03	108.45%
Net Earnings	\$4,945.01	\$4,275.61	\$669.40	15.66%



Viewbank Tennis Club Inc Balance Sheet Comparison

As of June 30, 2021

	As of June30, 2021 (CY)	As of June30, 2020 (PY)	Change	% Change
Assets				
Current Assets				
Bendigo bank Transaction account	\$45,529.10	\$62,228.81	-\$16,699.71	-26.84%
Prepaid Expenses	\$0.00	\$14,929.74	-\$14,929.74	-100.00%
Total Current Assets	\$45,529.10	\$77,158.55	-\$31,629.45	-40.99%
Total Assets	\$45,529.10	\$77,158.55	-\$31,629.45	-40.99%
Liabilities and Equity				
Current liabilities:				
Unearned Revenue	\$4,500.00	\$41,074.46	-\$36,574.46	-89.04%
Total current liabilities	\$4,500.00	\$41,074.46	-\$36,574.46	-89.04%
Equity:				
Net Income	\$4,945.01	\$4,275.61	\$669.40	15.66%
Retained Earnings	\$36,084.09	\$31,808.48	\$4,275.61	13.44%
Total Equity	\$41,029.10	\$36,084.09	\$4,945.01	13.70%
Total liabilities and equity	\$45,529.10	\$77,158.55	-\$31,629.45	-40.99%

15 August 2021

AUDIT CERTIFICATE – YEAR ENDED 30 JUNE 2021

On the documentation provided, I consider the financial reports for the year ended 30 June 2021 to be a true and accurate representation of the financial position of the Viewbank Tennis Club Inc (A0017758M).

A handwritten signature in blue ink, appearing to read 'Daniel Griffiths', with a stylized flourish at the end.

Daniel Griffiths CA

Manager – LDB Group