



# General Meeting - 16<sup>th</sup> January 2016

## ***Gosford Tennis Club***

**1) Attendance :** R. Eldridge, K. Lees (Sec), C. Lees, T. Haworth, D. Campbell, C. Spence, R. Gardner, J. Woodward. Lyn, C. Ryan  
**Apologies :** P. Campbell, M. Vaughn, R. Devivo

**2) Minutes of Previous Meeting :** Minutes accepted T Haworth. Second : Lyn Carried.

### **3) Business Arising :**

- ITS Handover : Regarding the items during the walk through with Michelle and Greg (ITS) that they stated they would fix. 6<sup>th</sup> Jan email from P. Chapman stating that they are released from all claims due to the sign off on 30<sup>th</sup> Dec. Air con issue will be sorted and paid for by ITS. Requested that bond be released. Memberships payed to ITS by members who are still active need to be followed up with the school.

### **5) Reports :**

**1) GM Report :** Tournament prep is a key focus, mostly on track. Need to work out staffing and food. Potential difficulties in running and maintain food at the site as opposed to food truck or supplied food that is pre-packaged and can deliver in 4 hour window if it runs out. Sandwich cost is \$3.50 packaged and delivered. Also do fruit, muffins, meat pies. Thought is to sell it for around \$5-6 per sandwich. Strong sellers are ice tea, water and Gatorade (Schweppes data). ANZ have a coffee truck that could be put down on the bottom courts. Jimmy G's discussed as an option. Unsure if able to do this based on council contract. Discussion around alcohol licence. \$3500 in costs. Schweppes could possibly pay this cost for the purpose of selling their product. Jayde to look into this. Decision made to order food pre-packaged for the tournament. **Staffing :** Emma Lees, Zac Wallace, Brendan Potter, Tom Burton. Tom is needed for maintenance/coaching. Nathan ran a coaching session and felt that Tom was the only one who showed potential as a coach. Look at paying on a casual basis at the moment. Nikki Packer for Hot shots. Volunteers are needed for the tournament. Shirts can be shared between staff. Days needed Fri 20<sup>th</sup>, 24<sup>th</sup>, 25<sup>th</sup>. Registered members 529 has shown growth to 698 now. Download the app!! Pro shop will be stocked by end of week. Central Coast Advocate are doing an article on Nathan and will attend for finals to photograph. Need to talk to NBN re attending. Volunteers – committee members have put a great effort in to the running of the centre. Thank you to Umina Tennis for their assistance with the holiday program that turned up. Nathan will call and follow up with Berkeley Vale OOSH. Also thank you to the Healeys for all the hard work they have put in. Rosewell tournament around March.

**2) Treasurer:** ~\$102k in the account. Operating budget that was approved at the last meeting was \$40K. Difference between asset purchases and day to day running expenses. Projected outgoing \$53,326 per month projected incoming is \$45,990. JT \$13,776/AMT \$12,515 entry fees. Half of the projected income has occurred. New rules starting this year as a reason to why there is a possible drop off of players. Expenditure \$28K Dec. \$7k so far in January. Wilson need to be approved as set up on account, not paid on credit card. Capital works schedule – fixtures and fittings. Required invoices: \$792 on the bench and \$2800 on furniture. TV \$1390. Will also need a plan of future spending. Staffing – Advertise for GM by 31<sup>st</sup> March. Discussion regarding costing for advertising GM role and maintenance person. It is Rob's intention to apply for the position. Request that the operating capital budget of \$40k be reduced to \$30k for the next 6 months to see the cash flow. Rob states have worked hard to get deals with suppliers. \$16k on supply of retail. 30k is reasonable following the first month due to the opening and the tournament. Projected pro shop is \$2k and food/beverage is \$3k. Membership: Weekly @250 members – 5% of people paying weekly equates to ~156k annually. Sponsorship – Tenx want to put forward \$5k to promote product. Infrastructure – National tennis rebate of 500k to cover Stage1 and 2 of master plan to upgrade courts. 5.6 mil as total spend on upgrades over the lease agreement.

**Motion : To approve the expenses of the unpaid invoices for icecream \$667.20 and Wilson \$234.08. Along with \$6000 for the spend of capital improvements.**

**Proposed T Haworth**

**Second C. Ryan**

**Carried.**

**Motion : To allow for an operating capital budget of \$50k for the month of January 2017. The budget is to reduce to \$30k for the next month of February, going forward until reviewed again.**

**Proposed : T Haworth**

**Second : C lees**

**Carried**

**2) Ladies Mid Week :** No changes from last meeting. Round robin is scheduled for the 1<sup>st</sup> Feb. Last time food was organised for the event. It is essential that we have a functioning café. This should be discussed with Rob (GM) as to what will take place.

## 6) General Business :

- Kathy from ANZ. Attended to finalise any account opening paperwork. The account will be opened in a business account that waives account fees. There are 4 signatories with 2 people to sign off on payments. A discussion around M and N Healey to have access to accounts in terms of making transactions. Rob DeVivo will sign the paperwork when he returns from holiday. Treasurer and Secretary to sign for the merchant facilities. Starting with the stand-alone to see if it is compatible with Mind Body once it has arrived. ANZ have sponsored the AMT in January with \$5000. A very special thankyou to ANZ for this and the offer of volunteers. Also advertising of Hot Shots at their branches for Gosford Tennis Club.
- Welcome guests to the meeting. Rachel Gardner who has children that play and expresses an interest in the growth and values of the Club. Jayde Woodward who also has an interest and plays tennis. Feels he can bring value to the committee in the way of community connections and possible sponsorship from business.
- Crown Lands meeting : thank you to Peter for taking notes on a meeting with crown land. Identified many things that don't add up with the contract with council. \$40k is unreasonable rent/year and they are willing to help in negotiating with council regarding this. Annual fee is \$45 + \$10 joining fee. She has a lot of advice and it is important to maintain contact with this group. Talis St verdict was lost in court recently regarding the sub lease issue. Discussion on how we can be the managers of the land.

**Motion : To approve the annual and joining fee for the Crown lands Our lands group of \$45 + \$10 per annum.**

**Proposed : C. Lees**

**Second : T Haworth**

**Carried.**

- Memberships: Changes made to Academy times to make longer and not leave the younger kids out late. Nathan is looking at coaching around 30 hrs total per week. Bolleter model of spreading around to many clients as opposed to a private lesson. Looking at high level coaches that retain a large amount of the lesson cost. Involvement in squads will be paid hourly rate and private lessons. Retainer model of \$80 per day. Then pay in terms of bonus structure. Legal document is necessary. The use of accommodation. Craig to send a similar document to Nathan to look over. A great coach will drive the vision. Kids from Sydney Tennis school did reflective practice following a tournament day. Delivery of membership needs to be simple. Based similar to Broadmeadow facility. Feedback has been flaws in previous membership packages. Pay to play vs \$10/week means that it loses money. Pay a premium for the person who attends on a once a month basis and a discount for the players who attend 5/week. Guest payment of \$10 for people who attend with a member. Pay a membership fee then pay as you go. Good opportunity to start a new product.

**Motion : To accept the structure of a once per year membership fee then a 'pay as you go' format for comps, lessons and court hire.**

**Propose : C Lees**

**Second : lyn**

**1 abstained**

**Carried.**

- Healeys :

**Motion : To purchase a Babolat stringing machine at a cost of \$3'500, payed from the capital expenditure.**

**Proposed : T. Haworth**

**Second : C Spence**

**Carried**

Sponsorship: What are we offering for people who will sponsor the club (business). Usually it would be a return on investment. This needs to be discussed further. Corporate Days are a good avenue to chase.

Open Day Feb 4<sup>th</sup> at twilight around 4pm. Mixed doubles, red/orange ball. Contact radio and schools for advertising. Flyers to be done.

Meeting closed 2220hrs. Next meeting Mon 16<sup>th</sup> January.