



General Meeting - March 2018

Gosford Tennis Club

1) **Attendance** : K. Lees (Sec), C. Lees, P&D Campbell, D. Murphy, M. Vaughn, L. Buchanan, T. Haworth, M. Courtney

Apologies :

2) **Minutes of Previous Meeting** : – Accepted : P. Campbell Second : Dale

3) **Correspondence** : Nil

4) **Reports** :

A) President/Manager : Mick Courtney is welcomed to the committee. Employment of Jacqui De Vivo in to finance administration role. A letter has been sent to other tennis facilities, as their tender is up and will need to go into the process again. Meeting with Chris Woodland, on the 13th March as the new head of tennis operations. Update tennis NSW on how things are going at the centre. AGM is on the 26th of March. Due to the difficulties with communication, an outline of the key stakeholders, management and staff of GTC has been put together. Position descriptions need to be looked at and tidied up. Manager's report tabled. Numbers are increasing, 224 sales in coaching for the term. 4 new coaches, Arron, Luke and Brad are more hitting coaches. Div 2 comps are going well however Div 1 needs some work to increase numbers. Moved from Schweppes to Coke.

Report Tabled.

Accepted : T Haworth

Second : L Buchanan

B) Coach : Brett Seagrott has attended the meeting to inform the committee on his involvement with the club. 30+ years of coaching including overseas with high performance players as national coach in Thailand. Initially spoke with Nathan however that didn't play out. Brett in talking to Rob stated he was happy to coach here as long as his program was followed. Brett is not the head coach of the centre but should be the head coach of the Odyssey squad as the author of the program. There has been some things with the program that needs some attention and change. Odyssey is the advanced squad training for juniors. Parts of the program that have been missed and need to be implemented. Goal setting and player profiles are also part of the program. A coaches meeting was held today where Brett outlined to the other coaches the need to do lesson plans and direction from Brett as the main coach of the Odyssey program. Biomechanic pictures need to be collated for individual players as well as other projects. An option is for a few parents of the kids to put this together. Further discussion will be had during the week. Brett also needs a desk to work at, with a suitable one in the committee room. No formal contract as a casual employee has yet to be completed. Chris and Brett will meet to further discuss the ongoing program so that it can be conveyed and discussed with Rob on his return. Committee discussed private lessons to be payed to the coach directly and not part of their casual employment. Court hire would then be payed separately to the club.

C) Treasurer: Audit is underway. Murry feels the books are un-auditable. Jacqui in administrative role has found many payments not paid as well as receivables not invoiced. Working together with Bonnie to get processes and planning in order. In the last 6 months, \$17k loss. Need to check who is invoicing schools etc. Tom was coaching a student at CCG however the school has not been invoiced for the last 12 months. A new email has been set up for Jacqui to use to receive invoices etc. Systems and filing improvement has been time consuming. Daily sheets are to be matched with banking and done 1 -2 times per week. \$18k was banked in 1 day (from safe) which shouldn't be done as banking should be done more regularly for cash flow. BAS was complete. Daily banking to be put in safe. An extra float is set up in case it is needed. Kids vouchers for rebates need to be sorted out. 2 mobile phones to the cost of \$250 per month need to be looked at as the plan is for \$45 each. Instalment activity from 1 October 2016 of \$32k which wasn't paid. Meeting with Beverly from ATO regarding this. Written request from the association for a payment plan for 6 months. Pete feels that the business is coming close to trading insolvent again at this time.

Motion : That the debt of ~\$32,000 to the ATO be repaid over 6 months in order to have the time to establish what is owed to other creditors and what is to be received from debtors. Once this is known, the remaining amount owed to the ATO will be repaid ASAP.

Proposed : Tony Haworth

Second : Dale Murphy

Carried.

Terri Anne gave proposal to do bookkeeping and clean up issues for \$500 per month. Terri Anne's involvement in the long run should reduce to ~3 hours per month in the end once Jacqui is up and running. AGM draft treasurers report - \$106K trading loss for 12 months.

Annual competitions for club championship, among other tournaments can generate some income. Prize money as an incentive with other contributors to donate.

In the current state of the business, there are no defined roles. Lack of staff rostering and invoicing and general business running is a major problem. Cleanliness and maintenance of the centre is low and will require volunteer time to assist in improvements. Lack of leadership has led to staff and people on the committee leaving. Complaints from staff, key stakeholders and customers has put a mark on the tennis centre. With everything taken into consideration, including most importantly, the financial situation, the role of manager is no longer affordable and needs to be run by the Committee so the financial issues that have ensued can be sorted out.

Motion : Based on the current and future financial viability, the business model required review resulting with the cessation of the General Manager's position.

Proposed : T. Haworth

Second: L. Buchannan

Opposed – 2

Carried.

D) Ladies Mid Week : Nothing at this time.

5) Business Arising :

* Discussion regarding membership : \$35 seniors (60+), students, juniors. \$50 for adults per year. Inclusive of GST. Suggestion made to include a family package. \$10 fee for a casual player as a one off payment, plus the court hire for that session. For further discussion.

6) General Business :

* JDS – Will be run at Gosford on Sunday 8th April. Volunteers are needed to assist in running this.

* Due to the poor health of Rod Rosenfield, flowers to be sent from the committee. Lyn to find out address as we only have a PO box.

Closed 11.30 pm

Next meeting TBA.