

Committee Meeting – COVID 19 issues Discussed 28 March 2020 – 4pm

These were the points discussed at last Saturday's meeting:

Accessibility/Coaching

We agreed to restrict access to those with keys, and that we are not to be seen as taking court-hire or coaching. Coaches can hit with players however cannot allow any visitors to enter.

It was important that anyone who had opened the gates would lock them behind as they enter to ensure safety and non-access of members of the public. Mike advised there had been an incident on Saturday morning of a homeless person who accessed the property and was ill on the premises.

Since Saturday there has been updated guidelines to social distancing and restricting group numbers to only 2 persons.

Maintenance

Mike indicated that he and Paul would maintain the property – lawnmowing, spraying, hedging, etc. Paul would need around 3-5 hours per week for this and to be reviewed monthly.

Garden club and other volunteer programs to cease.

Finance

Tony outlined club current finances summarised as follows:

Current Cashflow	
Visa	\$ 1,897
Operating	\$ 693
Junior	\$ 5,231
Tournaments	\$ 233
Capital Works	\$ 28,246
ANZ	\$ 5,760
Debtors	\$ 9,695
	<u>\$ 51,756</u>
Less	
Creditors	\$ (15,298)
ATO	\$ -
	<u>\$ (15,298)</u>
Surplus	<u>\$ 36,458</u>

Creditors include – TA \$8,247 for official costs during Summer tournaments, which we agreed to hold off.

Tax payments will now not apply as the Government will provide a minimum \$20k tax credit eliminating our existing payment of \$4,900.

Staff

Salaries due to be paid for the past fortnight on 2 April.

Jackie has asked for Bonny, Jenny and herself to continue on reduced hours. We have estimated 50 hours at a weekly cost of \$1556 including super. In addition, Paul's 5-hour cost would be \$200 per week or \$5,200 over 6 months.

Job activities

During this period of reduced hours, the type of activities that would continue:

- Finances & Payments including payroll and liaising with the accountant
- Lodging BAS and IAS payments
- Uploading UTR scores and player registration
- Updating GTC website and ongoing communications through social media
- Vend and Xero training
- Membership and donation program for 2020/21 year.
- Grants and following up insurance claims