

Gosford and District Tennis Association Incorporated.

General Committee Meeting – September 21st 2020

Time: 7.00pm – 10.10pm

Venue: Via Video Conferencing (Link to be sent via Zoom)

Minutes of Meeting

1. Attendees & Apologies

- **Attendees** – Chris Lees (President), Alex Silcock (Vice President), Tony Haworth (Treasurer), Mike Phillips, Rob De Vivo, Del Campbell, Lee Spencer, Rob Littlefield, Karen Horne (Secretary LMW).
 - **Apologies** – Kat Lees (Secretary), Lynne Buchanan
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2. Previous Minutes

July 20th, 2020

Accepted – Rob DeVivo, Seconded – Rob Littlefield, - In Favour 8, Against 0

3. Correspondence in/out

No Correspondence In / Out

4. Reports: (As read)

a. President

Coaching and squads back up to pre-Covid levels. Fitness sessions are well underway and being enjoyed by an ever growing group of members (10+ people regularly attending). Weekends Tournament have continued to be a success with large numbers on both Saturday and Sunday. Seniors tournament coming up October 16-18. Huge thankyou to all the staff and volunteers who have made and continue to make the club the success that it is. I would like to propose a social media release highlighting this the great work being done by staff and volunteers. I would also like to thank all those involved with the progress associated with the clubs Master Plan.

The AGM is scheduled for the Monday 26th of October and tonight we need to make sure everything necessary is in place for this meeting. Ladies mid-week teams' withdrawal (2 teams). I would like to raise concern over the record keeping especially in relation to Club records (Committee meeting minute's etc)

Finally I would like to give a special thankyou to both Mike and Gai Phillips for their tireless commitment and support of the club. In relation to this I would like to nominate Mike & Gai Phillips for life membership, to be proposed at the upcoming AGM. Mike & Gai

have been involved with the club for well over 30 years (maybe 40 years, or more). They continue to support the club and dedicate significant volunteer hours across all areas of the club. Proposed Chris Lees, Seconded Tony Haworth. In Favour 8, Against 0.

- b. Coaching – refer to report. Hire of gym area currently on hold, proposal to have Coaches re-commence payment for Gym area. Rob to approach coaches re utilisation of the gym area.
 - c. Operations – refer to report. Opportunity to bring businesses on board for the corporate business day 28th October. ATP grant not at this stage due to club funding requirements, future grants are expected. Council currently not supporting fixing wall, which is still to be pursued by the club. For upcoming tournaments we need to consider numbers and Covid implications. Volunteer's required for BBQ during tournaments, please let Mike Phillips know as to availability. Approvals: Court cleaning external \$16k, internal \$12.5k (\$2,800 for equipment hire). Volunteers \$3.5k. Machine to purchase \$5k. Kylie to look into opportunities for machinery grants. Proposal to carry out the work internally with support from volunteers where available. Also need to look into the best option for purchase of equipment required (All in favour). Approval for coffee machine for bottom courts \$500 (All in favour). Chain saw and new blower in operation, need to ensure these machines are very well secured.
Additional approvals post meeting – Issues raised following the meeting via email. Purchase of laptop to service lower complex and to enable use of new merchant terminal \$900 (All in favour). Engagement of the services of a local company Platinum IT, for data backup and anti-virus software \$1,775 start up and \$1,435.40 per annum (\$120/month) (All in favour)
 - d. Treasurer – No final figures at this stage, these will be circulated when available. Date expected 6th October. In general figures looking good in consideration of Covid. Job keeper down 45% with the exclusion of the grant. Separate account to be set up for LED grant, and potential future grants to ensure ease of separation of finances.
Opening of new account Bendigo Bank titled "Gosford Tennis Club LED Grant Project" and closure of existing ANZ account (All in favour). We have \$65k in capital account. Treasurers Report Proposed Tony, Seconded Mike. Passed.
 - e. Ladies Mid-Week –. Karen advised that the LMW competition postponed AGM, Committee to remain the same other than treasurer. Pink day raising for cancer, Christmas function had been cancelled, presentation at finals day (Wednesday in November). Money collected \$600 plus possible donations from other clubs. Farewell for Lynn Buchannan, wine glasses with Ladies Midweek logo. 2 teams have moved away from Gosford as a home ground. Final day's numbers, Karen to discuss with GTC who will make a decision on numbers aloud. \$200 to be donated from GTC to Pink Day (All in favour).
 - f. Maintenance – Mike advised current focus on the bottom complex. The work done on the entry sandstone looks fantastic.
 - g. Infrastructure – defer to item 5(e) under general business.
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5. General Business

- a. Star FM proposal - Cassie Grentell, Dallas Youles, Kylie Brown. Some background: Star has been around for 16 years. 72k listeners, 25-54 age bracket, slightly female. 100k likes on Facebook. Content is filtered for family safe delivery. Safe, fun environment. Looking to help local businesses. Recommended to accept Star FM proposal (All in favour)
- b. AGM – 26th October 7:00pm. Corium required 15. Alex to put together the notice of meeting.
- c. Committee Dinner / Lynn Buchannan dinner 28th September hamper and card to be arranged by Tony & Del.
- d. Masterplan

Issues associated with drainage and vegetation in the car park. Lee outlined the basics behind the latest Master Plan sketch. Discussion was held around potentially moving the courts at the bottom above the flood level as much as possible by removing the hotshot courts and existing clubhouse. Discussion held around options for the existing lower clubhouse.

Table of approvals

Description	Cost	Voting
Proposal for Mike & Gai Phillips to be nominated for life membership at the upcoming AGM	N/A	All in favour
Court cleaning – Option to carry out work with internal resources supported by volunteers where available.	Approx. \$12,500	All in favour
Purchase of a hire pressure cleaner for the hard courts. Decision to continue investigation of preferred option and then seek approval.	Approx. \$5,000	TBD
Purchase of a Court Dryer. Decision to continue investigation of preferred option and then seek approval	Approx. \$2,500	TBD
Purchase of a new computer in addition with existing one to handle increased activity at front desk	\$900	TBD
Purchase of a new coffee machine for to be used for the lower complex tournaments	\$500	All in favour
New Bank Account to be titled “Gosford Tennis Club LED Grant Project” to assist with separating the grant to that of the capital works program	N/A	All in favour
Closure of ANZ Bank Account	N/A	All in favour
Proposal for GTC to donate to the LMWCC Pink Day fund raiser for breast cancer	\$200	All in favour

- Next meeting – AGM 26th October 2020.