



Darwin Table Tennis Association Inc.

Minutes of Committee Meeting

Meeting 3 – Monday 11 Mar 2024 @ DTTA Marrara Multi-Purpose Hall, 7.00pm

Distribution: Attendees/Apologies + Notice-board

Present	Apology	Name	Role	Initials
1		Rodney Hee	President	RH
2		Ann Webb	Treasurer	AW
3		Deepesh Panchal	Secretary	DP
4	Michael Yaxley		General Committee	MY
5		Graham Symons	General Committee	GS
6	Robert Ho		General Committee	RHO
7		Christine Marshall	General Committee	CM
8	Patti Brown		General Committee	PB
9	Geni O'Brien		General Committee	GB

1. Meeting opened 7.05 pm - Chair: RH

2. Attendance / Apologies: See above.

3. Previous Minutes (19 February 2024) Accepted: By AW, seconded by DP

4. BUSINESS ARISING FROM PREVIOUS MINUTES

- DTTA to pay TTNT for both the tables – Committee gave go ahead. Tables have not arrived yet
- Review of Rules document (discuss under Item 9 Competition – suggest a small working group to review and recommend)
- Set up Deepesh Secretary/Public Officer as another authoriser/signatory on NAB bank account. Done
- Club Fee Structure: Needs further discussion but could wait until after AGM & new committee – any discussion under Item 8 Membership
- AGM & next committee – discuss under Item 5
- **Essington School booking agreement** – see draft agreement & AW response. If Oscar is leaving town, no access card to be given to other Essington teachers. Recover Oscar's card. Write to Essington PE teacher Alison Harvey? Discuss under item 16 Outreach
- Other action items

5. AGM

- Auditor has family medical emergency so AGM date has been moved back to 18th April 2024, 7pm before start of B grade round
- AW to change AGM date on the documentation
- AW to send out all documentation related to the AGM to all members on or before 4 April
- AGM documents to be submitted to the Territory Business Office within 28 days after the AGM
- RH has shown his interest for the Vice-President role. To be confirmed

6. FINANCIAL

FINANCIAL REPORT – FOR FEBRUARY 2024 – DELIVERED MONDAY 11 MARCH

MAIN BUSINESS ACCOUNT # 50-816-2377 – 30 DECEMBER 2023 TO 31 JANUARY 2024

- Credits \$9232.90; Debits \$647.99; Opening balance \$14,377.06; Closing balance \$22,962.47

MAJOR EXPENDITURE:

- Telstra monthly bill \$114.99; top up debit card \$420

NOTABLE INCOME:

- Membership – \$3830 incl sport vouchers used for concession (junior) comp memberships
- Seniors – \$432.50 combined Tues/Thursday
- Sport vouchers – \$1100 – used for junior memberships, match fees for juniors, junior coaching
- Junior coaching fees: All paid by sport voucher or cash during February – no EFT payments

FUTURE EXPENDITURE:

- Payment to coaches EK and NP for Term 1 junior coaching - \$600 and \$450
- Q1 Facility Fee \$3750 (end March)
- Payment to TTNT for new outdoor portable tables

DEBIT CARD ACCOUNT # 085-928 ACCOUNT NUMBER 928518886

- Opening balance \$1002; Closing balance \$997
- \$182 – Open Day expenses; Security Camera Arlo \$125; Top up \$300

FUTURE EXPENDITURE:

- **none listed**

TERM DEPOSIT #3908, BSB: 085-949 Acc: 944423908

- \$29,955 @3.5%. Renewed 15 December. 90 days. Interest earned \$256.31. Maturity date 14 March 2024. Agreed to rollover on same terms.

TERM DEPOSIT #4802, BSB: 085-949 Acc: 740934802

- \$11,319, Maturity date 27 August 2024. @4.85%pa.

UPCOMING MAJOR EXPENDITURE FOR DTTA IN MAR/APRIL 2024

- Q1 2024 Payment to TTNT – part payment facility fee \$3750
- 2 Outdoor tables
- Term 1 coach's payments

UPCOMING MAJOR INCOME IN MAR/APRIL 2024

- Seniors attendance fees
- Comp Match fees – many paid in advance
- Sport vouchers – probably not many to come until Semester 2 issue in July
- Junior coaching fees – many already paid by voucher

7. COACHING

Junior coaching

- **Term 1 Monday Junior coaching**
- First report from EK
 - 18 Students; Gavin helping in coaching some students; Nick's group – there are potential C Grade players

Spinnerroos

- Start 8 week program Wed 24 April. 5.30 to 6.30pm
- Promote through Chung Wah Society – target kids from here. **Action:** RH to explore this.
- Follow up with Pearl Gartside (primary school teacher) for any updates from her school.
Action: RH
- Promote Spinnerroos in primary schools: **Action:** Ann to write to Hannah Roll at NT School Sport re Spinnerroos.
- List of PE teachers to be sent to AW. **Action:** GS

NT Junior Squad program

- Plan for 2024 - committee had suggested to continue on a regular basis to assess their improvement. **Action:** GS to discuss this with Jono T. – **not discussed**

Coaches profiles

- AW wrote to the coaches last year to request information to populate a coach's profile, however, there has been no response on this yet. To follow up in 2024 – **not discussed**

Private Coaching

- Reminder to private coaches about table fees. AW to write a letter to private coaches –
Action AW

Letter to coaches

- Draft letter is ready and has been circulated to the committee
- AW will be sending the Letter addressing a number of items re coaching in the club to the Coaches. To include private coaching. **Action** AW

Permission to Hire tables - New

- RH had a proposal for discussion about hiring of tables to members who have an access card.
- Discussed and it was decided by the committee to explore this proposal as a trial for a period of 6 months and then take a decision - \$5 per hour and 2 table max to be used

8. REGISTRATION AND MEMBERSHIP - AW

- 106 paid members for 2024
- **Club Fee Structure:**
 - **Social Membership:** AW has sent an email to the members explaining the extra fees associated with joining through RevSport website
 - **Honesty Box:** RH to arrange one from Bunnings. **Action:** RH
 - **Social Seniors cost structure:** It was agreed by the committee that the senior convenors don't need to pay fees for the sessions they are convening
- **Jono/Oscar access agreement:** AW emailed draft agreement (updated from current agreement that expires on 27 Feb 24) to all committee for review in early January. That meeting agreed to send proposed document. AW sent that document to JT and OC on 9 January. No response has been received from Oscar or Jono. Rodney reported that they had advised him that their playing pattern had changed and the agreement did not meet their needs. **This item is still unresolved.**

9. COMP REPORTS (RHO, CM)

- A Grade (RH): It's going fine.
- B Grade (RHO): It is looking okay, only one person didn't call to say they were going to be away so there was a forfeit on one night. No issues with the subs.
- C Grade (CM): One person has walked out due to personal health issues, match fees to be refunded. Membership fee refund not agreed.
- Broderick is now permanent member of RA team. Martin Feng and TT Lee are subs for A grade; there are plenty of subs for B grade; C grade needs to start at 7pm esp with so many very young players. **Action:** CM

Trophies

- **TY Lee Trophy:** Put down criteria for this trophy, who gets it under the Junior category. **Action** -RH to look up TY Lee's instructions and let us know more about it.
- **RHO** to go ahead and order the trophies for Season 1.

10. OTHER COMPETITION AND PRACTICE SESSIONS

Club Practice Sessions

- **Club Championship:** John Pudney to be the tournament director and design the structure and format of the event **Action:** sort this at next meeting. Write to John P asking if he would be Tournament Director.
- **Sunday Social:** Committee has agreed it to restart from 28 April 2024. Volunteers needed. Promotion/FB. Can email all last year's people. It is not an extra practice session for members. Members only attend as volunteers to help the visitors. **Action:** All to promote this please.
- **Start a Saturday session:** AW to come up with a plan on this. **Action:** AW to sort and start.
- **Proposal for new events**
 - All proposals for a new event must come through the DTTA committee first. Last year, a number of new events, e.g. Giant Pong, were just announced without application to committee.

11. TTA/TTNT (GS)

- TTNT to nominate someone from DTTA as a replacement for MY to attend the TTNT meetings in 2024: Committee agreed for DP to attend and GS to provide meeting dates. Action: GS provide TTNT meeting dates to DP
- TTNT in Alice Springs, Katherine – any updates on this **Action**: GS to update information

12. SENIORS (CM)

- CM reported that Seniors on Thursday going well
- Participation at COTA Darwin Seniors Expo – 29 June 2024. Action: AW to pay entry fee COTA
- Costs to renew COTA membership \$30 & COTA Expo \$25. AW has paid COTA membership fee.

13. WEBSITE, GMAIL AND OTHER DIGITAL COMMUNICATION (AW)

- Everyone – keep checking calendar of events on website before booking in an event or telling someone the time is available:
<https://www.revolutionise.com.au/dtta/events/calendar/>

14. FACEBOOK AND NEWSLETTER (RHO)

Facebook

In the last 28 days:

- **338 Followers**
- Content published: 1
- Reach: 400
- Engagement (Number of clicks, people liking, commenting, etc.): 34
- Net Followers: 6
- The stats dropped this month due to no major updates pushed on FB. Action: put more posts on Facebook e.g. Newsletter each week

Newsletter

- RHO writing and sending out the newsletter with Comp results each week.

15. MAINTENANCE & SECURITY (PB)

- CCTV – Arlo has been installed in the office – thanks to RH for his assistance
- PB is still trying to get DIPL to seal the wall at the back of the office. Rachel (Dept Sport/Rec) is on to it.
- The Big Ass fan 2 was unlocked last week by technician. It was Password protected and no-one knew the password. Need to have signs made to ask members to only switch them on/run and off - and not to touch the other buttons. **Action**: PB to organise signs for fans.

16. SOCIAL EVENTS & OUTREACH

- Chung Wah Society thank you dinner – Sat 9 Mar. RH, EK and EG attended.
- Inter-Schools 18 & 20 Sept.
- Schools bookings e.g. SEDA – dates and opening/closing. Check events calendar. GS to open/close for SEDA events.
- Gymnastics and Judo bookings – booked into the website Calendar of Events. Agree \$15/h with judo.
- SEDA timings – GS looking into it
- Committee decided to skip the Clubhouse Territory event on 11 April due to lack of volunteers. (John Pudney decided to do this and asked for help with moving tables)

TABLE UPCOMING EVENTS

MARCH	
14 Mar	SEDA Coaching Program – GS – 11.15 to 12.15 (Seniors)
24/03/2023, Sunday	Tables 5 & 6 used by Judo, 8am to 12pm
Easter	Fri 29 – Sun 31 March
APRIL	
Thur 4 April – TBC	AGM documents to go to members on or before
School hols?	Painting Gymnastics louveres
Mon 8 April	Comp break week starting Monday 8 Apr (school hol)
Monday 15 April	Term 2 Junior Coaching, 5.30 to 7pm – 10 wks
Tue 16/Wed 17/Thur 18	Round 9 - Comp resumes after 1 week break
Thur 18 April	AGM 7pm
23 April	World Table Tennis Day
Wed 24 April ?	Start Spinneros Term, 5.30pm to 6.30pm, 8 x Wednesdays
Sun 28 Apr	Start Sunday Social again, 3pm to 5pm
MAY	
Sun 19 May	Tables 5 & 6 used by Judo, 8am to 12pm
Tue 28 & Thur 30	Round 15 Comp – C and B Grades
JUNE	
Wed 5 June	Comp Semi Finals – all 3 grades
Wed 12 June	Comp Finals - all 3 grades
Sat 15 June, 12 to 5.30pm	Gymnastics using table space 3, 4, 5, 6
Saturday 29 June	DTTA Seniors participate at COTA Seniors Expo, Netball Centre
JULY	
Sat 6 July	Club Champ ?

17. GRANTS & SPONSORSHIP

- **Northern Transportables** proposal – **Action: MY to follow up on this**
- **NT Grassroots Active Participation Grant** – RH mentioned that we can apply for this grant. This grant will cover things like software, laptops, microphone/audio equipment for the club. AW asked if noticeboards and some other small office equipment (in her email) could be considered. **Action: RH**
- **Sponsorship Strategy** – Update the pdf slide shared by MY & share it with the committee. **Action: DNP**
- **Community Benefit Fund** – is suitable for capital works like fencing, alarms, shade sails
- TTA equipment grant 2024. GS advised we are unlikely to get this 2 years in a row so not applying. Capital grant – towards shade sail – could look at this in 2025.

18. OTHER BUSINESS

- **Drink Machine:** Drinks machine is ticking along without any issues.

19. FUTURE DISCUSSION ITEMS

- **Club rules document** – AW has sent suggested changes to RH. Item needs to go on to main Agenda for future discussion and ratification.

20. DATE of NEXT MEETING: Monday 08th April 2024 @ 7pm

21. MEETING CLOSED at 8:27 pm

Minutes Approved for Noticeboard/website	
President Name	
President Signature	
Date	