



Darwin Table Tennis Association Inc.

Minutes of Committee Meeting

Meeting 11 – Monday 04 Dec 2023 @ 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 (on call)	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 7.08 pm - Chair: RH

2. Attendance / Apologies: See above.

3. Previous Minutes (23 Oct 2023) Accepted: By CM, seconded by MY

4. BUSINESS ARISING FROM PREVIOUS MINUTES

SET UP SECRETARY/PUBLIC OFFICER AS ANOTHER SIGNATORY ON NAB BANK ACCOUNT

- Committee approves Secretary/PO Deepesh Panchal as signatory on NAB account

Working with children clearance – covered under item 14

Tap & Go Payment device (RH)

- Findings from the trial (POC) – Pending – RH

Suggest at next meeting that debit card is handed over to Patti for purchasing drinks etc.

FINANCIAL

Main Business Account # 50-816-2377 – 31 Oct 2023 to 30 Nov 2023

- Credits \$3408; Debits \$13,053; Opening balance \$25,747; Closing balance Cr \$16,101

Major expenditure:

- Utilities & cleaning quarterly fee \$3750 x 3 paid to TTNT -Total= \$11,250
- RevSports Annual Fee - \$349
- \$250 – Robert for Newsletter, second instalment
- \$745 – Curby's Trophies – Season 2 Comp
- Monthly Telstra bill (Internet) \$110

Notable Income:

- Seniors & C grade match fees \$788
- Tuesday Seniors \$200
- Second instalment TTA Equipment Grant \$500
- External Hire – Sanderson Middle School 2h \$180
- External Hire – Essington School 4h \$200
- Junior coaching fees Term 4 \$340 (not incl cash collected by coaches)

Debit card account # 085-928 Account number 928518886

- Opening balance \$1054; Closing balance \$797

Notable expenditure:

- Finals Night pizza \$257

Term Deposit #3908, BSB: 085-949 Acc: 944423908 \$29,698 @3.5% Maturity date 15 December 2023

Term Deposit #4802, BSB: 085-949 Acc: 740934802 \$11,319 @4.85%pa Maturity date 27 August 2024

- MY and AW visited NAB to request NAB correspondence address be changed to AW's home address.

Upcoming major expenditure:

- Term 4 junior coaching payments to coaches
- Q4 Payment to TTNT – part payment facility fee \$3750
- 3rd split payment to TTA/TTNT for manually entered pro-rata members \$823

Budget tracking – GS

- Budget for 2024 – Committee reviewed and approved the budget for 2024
- Committee thanked Graham and Ann for their work on budget.

5. COACHING

Junior coaching

- **Term 1** – Junior coaching to commence from 29 Jan 2024 (Nick + Elfrida)
- **Monthly Summary** – **Action:** AW to check with Elfrida for a monthly proforma/income

Monday Juniors

- Movement of juniors to C grade – **EK** can do the progress tracking on this. **Action:** Committee to ask EK – **didn't discuss**

Spinneroos

- Nick's proposal to conduct coaching on Wednesdays – **Action:** AW to acknowledge Nick regarding the Spinneroos proposal shared by him
- Movement/progress of Spinneroos – **NP** can do the progress tracking on this. **Action:** **Committee to ask NP – didn't discuss**

NT Junior Squad program

- **Action:** **GS** to design/develop a simple Junior Developmental Plan for the NT Junior squad. **Not addressed.**

Coaches profiles

- **AW** shared a draft template for the coach's profiles and will work on creating one for Elfrida, Nick, Oscar and Jono – AW has written to the coaches however there has been no response on this yet. To follow up in 2024.

6. REGISTRATION AND MEMBERSHIP - AW

- 127 paid up members –
- People collecting money, e.g. Comp Convenors & Seniors session convenors, have been keeping the cash and making a bank payment to DTTA for that amount – Committee reviewed and agreed to continue the same process
- Membership fees for 2024 – Committee agreed to continue without any changes from 2023 fees for 2024

7. COMP REPORTS (RHO, CM)

- A Grade (RH):
 - RH mentioned that the challenge with the subs/spare players continues
 - Need to follow rules for subs/spares
 - With the number of new players there could be 6 teams next year
- B Grade (RHO):
 - Rick Gibson is doing very well with the convening
 - Michael Ndukwe to continue to look at subs/spares in 2024
- C Grade (CM)
 - There has been some absenteeism but it's been good throughout, seniors have been able to fill in
 - Committee offered vote of thanks to CM for managing the season well
- Trophies – Costs and alternatives
 - Committee discussed alternatives to the current approach on trophies cost

- To explore costing/pricing from other vendors than Curby's

8. OTHER COMPETITION AND PRACTICE SESSIONS

Christmas/New Year

- Practice time / days discussed and finalised for period of 04 Dec 2023 to 29 Jan 2024
- Emma to open up the club during this period

Sunday Social

- It was decided by the committee to close the Sunday social until April 2024

Extra playing times for members

- Thursday practice sessions to continue in 2024. Thanks to Luigi for convening Thursdays.

9. TTA/TTNT (GS) – To be discussed in the next meeting

10. SENIORS (CM)

- Average attendance on a Thursday increased from 12 to 23
- Seniors who subbed in C grade were around 5 people
- Most Successful senior's month ever – around 39 people participated
- Agreed to continue Tuesdays. Thanks to Ann and Geni for running.
- Social morning tea organised on 21 Dec 2023 for Xmas

11. Website, Gmail and other Digital Communication (AW)

- AW encouraged the Committee to use the website to do the following:
 - Checking calendar of events – all coaching sessions and comp nights and practice sessions and venue hire like school hire are recorded on the website calendar. Please check this calendar before scheduling any external events.
 - SEDA events to be organised further ahead please.
 - Newsletter to include the End of year President's letter

What's App – ask Robert to report on the Super Sub What's App group. **Did not discuss**

12. FACEBOOK (RHO)

In the last 28 days:

Followers: 308

Net Followers: 17

Post reach: 286

Impressions: 321

Post engagement (Number of clicks, people liking, commenting, etc.): 28

Majority of engagement was from the 2023 DTTA Season 2 Club Competition Finals Results post

13. MAINTENANCE & SECURITY (PB)

- Update from Patti:
 - Painting work to be carried out at the club, starting 15 Jan 2024
- **Working with children clearance** – Register is updated and most of the details are now available with only pending – **John Pudney, John Langdon not needed as did not share the B grade convening (DP)**

14. SOCIAL EVENTS & OUTREACH

- **DMFS (Defence Member and Family Support) Top End Expo event in Feb 2024 at Waterfront** – **GS** suggested we can set up a mini TT table for promoting table tennis.

Action: **RH** to check with John Pudney on this.

TABLE OF UPCOMING EVENTS

JANUARY	
Tue 2 January	CLUB OPENS AFTER NEW YEAR
Tue 2 Jan & Thu 4 Jan	SOCIAL SENIORS 9AM TO 11AM
Mon 8 January	FIRST COMMITTEE MEETING
	DRAFT LETTER TO MEMBERS ABOUT JUNIOR COACHING
	RENEWING REGISTRATIONS
Fri 19 January	CLUBHOUSE TERRITORY PALMERWTON LEISURE CENTRE – MY AND JP
Fri 26 January	FESTIVAL OF US ON AUSTRALIA DAY AT NETBALL CENTRE
Mon 29 January	TERM 1 JUNIOR COACHING STARTS 5.30PM TO 7PM
Wed 31 January	MEMBERSHIPS TO BE PAID FOR 2024

15. PRESIDENT'S LETTER

- Draft circulated and discussed and approved, RH will send it out

16. GRANTS & SPONSORSHIP – to be discussed during next meeting

- **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.
- **Sponsorship Strategy** – Update the pdf slide shared by **MY** & share it with the committee. Action: **DP**

17. OTHER BUSINESS

- **End of year dinner:** Planned on 15 Dec 2023 at Klimataria
- **Drink Machine:** Drinks machine is ticking along without any issues. Ann has the update on monies coming in, and expenditure on drinks purchases. Thanks to Patti for looking after drinks machine and restocking
- **Working bee** – cleaning up the club – discuss during the next meeting

18. FUTURE DISCUSSION ITEMS

- Club rules document
- Club brochure
- CDU sponsorship
- Community Benefit Fund

19. DATE OF NEXT MEETING: Monday 8th January 2024 @ 7pm

20. MEETING CLOSED at 8:37 pm