

# Darwin Table Tennis Association Inc.

## Minutes of Meeting

Monday 6 August 2018, D.T.T.A. Marrara Multi-Purpose Hall



Distribution: Attendees/Apologies + Notice-board

Present	Apology	Name	Initials
1		Robert Ho	RH
2		Robert D'Arcy	RD
3		Gavin Gerschwitz	GG
4		Khalid Khan	KK
5		Mazhar Khan	MK
6		Gavin Bedford	GB
7		Michael Yaxley	MY
8		Andrew Barton	AB
9		TY Lee	TY
10	Chris Depasquale		CD
11	Christine Marshall		CM

- 1) Meeting opened 7:30pm
- 2) Attendance / Apologies
- 3) Previous Minutes Accepted – Moved by MY, Seconded by AB
- 4) Previous Actions Update:

**ACTION 1: GG to draft Coaching/Remuneration Policy for consideration.**

GG advised that this action requires consultation with Graham Symons who has been overseas. **Action Carried over.**

**ACTION 2: TY to provide GG with a list of current Key Holders and number of keys held by DTTA.**

TY has provided current record of key holders. 1 outstanding issue to be followed up relates to Alex Kotrancz still recorded as holding a set of keys. After meeting TY emailed Alex who recalls handing them back – possibly to Elfrida or TY. Enquiries continuing.

**Action complete**

**ACTION 3: CD to provide TTNT with details as required to meet this census requirement.**

**Action completed.** Graham Symons has submitted census.

**ACTION 4: GG to contact Graham Symons (TTNT) to confirm requirements (particularly relating to 'associate members') and consider ways to digitise membership in time for the 2019 Season.**

As above for action 1 – **Action carried over.**

**ACTION 5: GG to add Fees and Payments as a Policy Development priority (incl role of Convenors/Treasurer).**

**Action carried over/continuing.**

**ACTION 6: RH to draft and send invoices for Cazalys and PGC sponsorships**

RH advised that invoice has been sent to Cazalys and payment received.

No response from PGC as yet. **NEW ACTION: TY to follow up with PGC and advise.**

**ACTION 7: CD to communicate re registration of interest process, 25 July cutoff date and start dates for next competition season.**

Season underway. **Action complete.**

**ACTION 8: GG to contact Graham Symons and explore potential to have TTNT replace barrier materials (and recovery of barriers removed by gymnastics).**

Graham Symons responded by email (from OS) that the proposal to replace barrier material should be placed on hold as TTNT will be seeking sponsorship funding to do this in preparation for the Arafura Games. Assistance to help retrieve removed barriers welcomed and to follow out of session on GS return.

**Action completed**

- 5) Correspondence – none raised
- 6) Treasurer's Report submitted and attached
- 7) Grades. CD while absent, advised by email that 8 teams in A and B grade and 6 teams in C grade have commenced with a more comprehensive report to follow at the next meeting.
- 8) Other Business:
  - a) GG requested reimbursement of \$200 for the fabrication of a free standing ball catcher (for coaching and service practice). Invoice provided for \$200, detailing \$166 of receipted materials and \$34 for unreceipted transport/labour. **Committee approved reimbursement** (Note: cash from A grade match fees has been used to cover this).
  - b) GG requesting \$89 for the (receipted) wire mesh to limit balls going through side walls (works approved under item 8 at previous meeting – **Committee approved reimbursement**. GG also requesting \$13.99 for batteries purchased to try and get Office AC remote working – **Committee approved reimbursement**.
  - c) RD requested authority purchase a cash box (up to \$30) to hold cash in his role as Treasurer (not to be kept/stored on premise) – **Committee approved**.
  - d) RD queried records that show DTTA 'plant and equipment' of @ \$6800 (considering that tables, barriers etc belong to TTNT). It was surmised that this may include items such as the Robot, Drink Machine, Video Camera and maybe even bats. Further enquiry ongoing to determine.
  - e) GG requested authority to purchase a large 'countdown timer' approx. \$300 and power board to install on wall to better manage table practice time. **Committee approved**.
  - f) GG requested authority to spend around \$40 on creating a large poster with key DTTA rules /etiquette – **Committee approved**. Andrew had already drafted proposed rules. Circulated after meeting for fine tuning then printing.
  - g) Discussion ensued around CDU TT Club funding arrangements (@ \$4,200 pa) and work undertaken and funding provided to DTTA in this space. KK agreed to document the current arrangements (ie funding arrangements, commitments etc) arising from this arrangement. TY is proposing that table 6 on Friday nights be prioritised for CDU participation (with signage to reflect this). **NEW ACTION: KK to provide outline of current CDU arrangements in place for information of Committee**.
  - h) Discussion ensued around state of disrepair of score boards. TY proposed that only the 'numbers' need replacing. Suggested that 25 sets could be ordered and that broken ones could be amalgamated to salvage what can be salvaged, with a working bee to assemble. **Committee approved (NEW ACTION – GB to order replacement numbers for score boards)**

- i) TY advised that Youth Vibe Grant has now been completed. GG submitted TYs acquittal to Territory Families after meeting. TY seeking 2 sums for reimbursement of equipment and coaching fees \$365.35 + \$534.65. Lengthy discussion ensued around documentation, approval of approach, transparency, subsequent ownership/use of equipment etc. **Committee approved cheque to TY with policy to be developed to address issues raised**
  - j) TY advised that Senior's week Grant program is underway (commencing on Monday 6 August).
  - k) TY reported on outcome of Saturday coaching services provided. Originally agreed that 2 hours per Saturday for 20 weeks would be undertaken. After extensive discussion **the Committee approved** (the pre-existing) arrangement to pay TY for the 11 weeks conducted (\$880). TY had already collected \$410 meaning a **cheque for \$470 is approved**. It was also noted that a number of coaching attendees who had paid in advance were owed a refund (approved by the Committee as follows: GG (inclusive of Dae) - \$60, Chris D - \$30, Shino - \$30, Roland - \$30, Sze - \$10, Darrell E - \$10). Total cost to DTTA therefore is \$470 plus (refunds) \$170 = \$640 (which has reportedly been funded by TTNT).
  - l) TY requested payment of \$100 relating to the Cazalys sponsorship payment of \$1000 for transport costs etc. Discussion ensued. **Committee approved** owing to standing arrangement previously agreed regarding a 10% sponsorship 'finders fee'.
  - m) TY advised he will be going on leave for 2 months (travelling) after next week. MY has taken possession of drink machine key (will get a copy made – Committee approved) and manage drinks for that period. TY will provide his venue keys to Robert at conclusion of his coaching commitments. TY further advised that he is resigning his Committee membership of TTNT and suggested that either the President, VP or Secretary should take on the role as a replacement. Matter to be resolved through subsequent discussion.
  - n) CD sent an email outlining efforts underway to secure champion TT player and coach (Kay Crowell) to visit during August to coach juniors (and others) and to seek funding through TTNT and NTG (Grass Roots). CD has already purchased airfare and GB has offered to billet Kay. TY provided a brief history of the financial state of the club at the time he took over Presidency @ 7 years ago. TY stated that at that time about \$7K was held and that a previous member had left with about \$5K of club funds. Over the past years the club balance has build up to around \$50K predominantly through activities such as 'Active after school care' (now managed by TTNT) and that the funds are ostensibly for the expected shortfall for operating a new facility if it is to be funded until the membership can sustain the premises. TY advised that TTNT receive about \$30K pa from NTG and that Graham is paid about \$18K for his development role. TY voiced opposition to DTTA funding the visit/coaching stating that this should be a TTNT responsibility but that he is supportive of the proposal if grant funding is secured to fund it. With CD being absent (Interstate Bridge competition) the decision/approach was to be progressed/considered subsequent to this meeting.
- 9) Next meeting: Monday 3 September.
- 10) Close

~~Treasurers Report Overview July 2018~~

Darwin Table Tennis Association Inc.  
Treasurers Report July 2018.

Overview:

NAB Cheque Book Account 50-816-2377  
Opening balance at 01/07/18 \$25947.42  
Total income July \$2306.00CR  
sub total \$28253.42  
Total expenses July \$2134.35DR  
Closing balance at 31/07/18 \$26119.07

NAB Credit Card #2014 balance \$0.00

Term Deposit #4802 \$5418.87 due 27/08/18

Term Deposit #3908 \$27822.24 due 20/12/18

NAB Cheque Account: 50-816-2377

July 2018

31 Jul 18, 40.00,,TRANSFER CREDIT,DARCY ALAN ROBERT reg fee N Maudgil,	26119.07
30 Jul 18, -748.00,'0001096',CHEQUE,CHEQUE 0001096,	26079.07
13 Jul 18, -680.00,'0001092',CHEQUE,CHEQUE 0001092,	26827.07
13 Jul 18, -580.65,'0001091',CHEQUE,CHEQUE 0001091,	27507.07
10 Jul 18, 1000.00,'000000000000',INTER-BANK CREDIT,CAZALYS Cazalys Palmerst DARWIN TABLE TEN,	28087.72
09 Jul 18, 25.00,'000000000000',INTER-BANK CREDIT,seniors -bat CHRISTINE MARSHA Darwin Table Ten,	27087.72
09 Jul 18, 1000.00,'000000000000',INTER-BANK CREDIT,TERRITORY FAMILIES Northern Territo DARWIN TABLE TEN,	27062.72
06 Jul 18, -80.00,'0001095',CHEQUE,CHEQUE 0001095,	26062.72
05 Jul 18, 241.00,'000000000000',DEPOSIT,CASH,	26142.72
03 Jul 18, -45.70,'0001093',CHEQUE,CHEQUE 0001093,	25901.72
29 Jun 18, 1000.00,'000000000000',INTER-BANK CREDIT,TERRITORY FAMILIES Northern Territo DARWIN TABLE TEN,	25947.42

## DTTA Treasurer

### Where the Money Comes From - Last Month

Today's Date: 5 August 2018

From **1 July 2018** till **31 July 2018**

	Category	Amount	Total
■	Drinks machine	161.00	161.00
■	Equipment sale	25.00	25.00
■	Government grants	1,000.00	1,000.00
■	Registration fees	120.00	120.00
■	Sponsorship	1,000.00	1,000.00
	Grand Total:		2,306.00

## DTTA Treasurer

### Where the Money Goes - Last Month

Today's Date: 5 August 2018

From **1 July 2018** till **31 July 2018**

	Category	Amount	Total
■	Junior Training	-1,508.00	-1,508.00
■	Misc. Expenses	-45.70	-45.70
■	Trophies	-580.65	-580.65
Grand Total:			-2,134.35