



## Darwin Table Tennis Association Inc.

### Minutes of Committee Meeting

Meeting 2 – Monday 19 Feb 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 7.04 pm - Chair: RH
2. Attendance / Apologies: See above.
3. Previous Minutes (8 January 2024) Accepted: By GB, seconded by RH
4. BUSINESS ARISING FROM PREVIOUS MINUTES

#### Purchase of new tables (GS/RH)

- Graham has already ordered 2 tables after circulating purchase details and getting approval to go ahead from the committee
- To check with Graham who will be paying for the tables, TTNT or DTTA? – Action DNP

#### 5. AGM

- Date of AGM 4<sup>th</sup> of April 2024, 7pm before start of B grade round
- President position: RH advised the committee that he won't be running for the president position. Meeting thanked Rodney for his Presidency for this last year. Possible nominations for President need to be canvassed by all of us. MY also wanted to step down from the committee. Michael offered to give advice etc when/if he sees the Committee messages.
- DNP said he will continue in his role as the Secretary
- AW will continue as Treasurer if voted in
- GB / CM also to continue to be part of the committee
- Vice-President role is vacant

#### 6. FINANCIAL

MAIN BUSINESS ACCOUNT # 50-816-2377 – 30 December 2023 to 31 January 2024

Credits \$5454.16; Debits \$769.69; Opening balance \$9692.59; Closing balance Cr **\$14,377.06**

**Closing balance on 19 Feb 2024 - \$20,642.00**

#### Major expenditure:

Telstra monthly bill \$114.99; EK convening Nepali event \$240; top up debit card \$250

#### Notable Income:

Membership – Total \$3128.70; Breakdown: EFT/cash: Comp \$1500, Seniors \$600, Social \$300, TTA registration PIN payments \$728.70 (all membership classes)

Venue hire - Nepali event \$500

Seniors – Thursdays \$149 (Tuesday money retained in money box)

Sport vouchers \$300

Junior coaching fees: \$200

#### 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 2 new outdoor portable tables

**Debit card account # 085-928** Account number **928518886**

Opening balance \$797; Closing balance \$991.07

\$56.83 Office Works; Top up \$250

**Future expenditure:**

Open Day expenses: gas bottle, bbq food & drinks

**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

**Term Deposit #4802**, BSB: 085-949 Acc: 740934802

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

#### **Upcoming major income in Feb/Mar 2024**

- Membership fees
- Seniors attendance fees
- Comp Match fees
- Sport vouchers
- Junior coaching fees

**Action:** Get Secretary/Public Officer Deepesh added as another signatory on bank accounts.

## **7. COACHING**

### **Junior coaching**

- **Term 1 Monday Junior coaching** – EK & NP are coaching 18 students
  1. Quite a few juniors from open day had shown interest and joined
  2. Committee discussed Christian Abendon being another coach
  3. AW to write to TTNT about funding request for another coach – **Action AW**
  4. New Tuesday Juniors coaching session can be explored – possibly for the older or more able juniors
  5. Moving Juniors to C grade – Rachel Mathews, Aiden Kim, Silas Leung and Abigail Lee from Monday Junior Coaching are all playing in C grade

### **Spinnerroos**

- Nick Pastrokos is available to run Wednesday night Spinnerroos. It was decided that we should run Spinnerroos in Term 2 starting Wed 24 April 2024. DTTA to run it without TTA help. We have flyers with blank for the dates.
- We need to promote Spinnerroos in primary schools: **Action:** Rodney to ask Pearl Gartside.  
**Action:** Ann to write to Hannah Roll at NT School Sport re Spinnerroos.

### **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.

### **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**

- Letter addressing a number of items re coaching in the club to be drafted and sent to Coaches. To include private coaching. **Action AW**

## **8. REGISTRATION AND MEMBERSHIP - AW**

- 89 paid members for 2024

- **TTA/TTNT fee increase** means online registration is costing extra \$4.50 (comp) or \$2.50 (social incl seniors) plus merchant fee. EFT paid and manually entered memberships cost what we said BUT club is absorbing extra charges of \$4.50 and \$2.50. Action: AW to investigate these extra charges with TTA and TTNT and RevSports. **Action:** AW to write to members about these costs to explain.
- **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 OvC 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.**
- **Club Fee Structure:**
  1. **Social Membership**
    - Already paid members – no increase
    - New members – we can consider \$50 increase per qtr
    - Next year increase membership fees. No figure agreed.
  2. **Honesty Box** – collect \$5
  3. **Social Seniors cost structure** – are they paying too much?
    - Suggested that Seniors who are Comp members don't need to pay attendance at seniors. **To be discussed further.**
  4. All 3 points discussed and need to be reviewed at end of this year in readiness for next year
- **Gavin Bedford:** AW reported that Gavin asked about membership option. He does not intend to play or sub in Comp in Season 1. AW advised him to take out Senior Membership \$60/y and if he decides to play or sub in Comp in Season 2, he can upgrade to Pro-Rata Comp membership and pay the extra (which would only be \$10). Committee endorsed this advice to Gavin.

## 9. COMP REPORTS (RHO, CM)

- Try-out days held for B grade by Michael Ndukwe
- All team selections for Grade A/B/C are completed
- A Grade (RH): It's going fine – 5 teams, with 1 vacancy in one team
- B Grade (RHO): Rick Gibson not available to convene Grade B this year. RHO/Michael N are doing it now as temporary solution
- RHO updated: Everything went smoothly besides a couple of late turn ups at the hall. New player Scott Brown has taken the number 1 spot on one of the teams. There are a healthy number of substitutes that can fill in where necessary, which is great. Michael Ndukwe has to be commended for convening for the first time. There were a number of players that paid via the Zeller machine
- C Grade (CM): It's going fine
- Every sub needs to pay match fees. Explanation of sub fees given at meeting by AW. Convenor and player guidelines to explain this.

### 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 updates and let us know more about it.

## 10. OTHER COMPETITION AND PRACTICE SESSIONS

### Club Practice Sessions

- Convenors: Elfrida taken over from Luigi for Thursdays and RH for Mondays and Fridays
- Dedicated Convenor to switch on buzzer (check the written instructions for buzzer); ensure no-one sits out too long; include new players/visitors; collect casual fees for non-members.
- Sunday Social: Propose restarting from 28 April 2024. Volunteers needed
- New Saturday session: Action: AW to come up with a plan / launch this

## 11. TTA/TTNT (GS)

- Strategic planning session of the TTA is in Feb 2024. MY attends as DTTA rep. Will need new DTTA rep when Michael travels. – AW & DNP to attend the next TTNT meeting. **Action:** DNP to check when next meeting is.
- TTNT in Alice Springs, Katherine – any updates on this **Action:** GS to update information

## 12. SENIORS (CM)

- There are variations in numbers attending Thursday Senior sessions
- GB is at Tuesday sessions. A bit quiet now, will pick up over a period of time
- Update to be put on FB on Senior sessions. **Action:** AW to provide DNP with info
- COTA Darwin Seniors Expo – 29 June 2024

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

- Everyone reminded to check Events Calendar before proposing or booking an event
- 2024 DTTA Member new label in Gmail account

## 14. FACEBOOK AND NEWSLETTER (RHO)

### Facebook

In the last 28 days:

- Content published: 3
- Reach: 764
- Engagement (Number of clicks, people liking, commenting, etc.): 236
- Net Followers: 15
- Majority of engagement was from the DTTA Open Day
- 334 Followers. We had a small jump thanks to the Open Day. Thanks to Deepesh and John Pudney for posting pictures from the Open Day. From the analytics, the number of random people visiting and engaging the content outnumber the followers 2:1.

### Newsletter

- RHO sent out the first newsletter of the season. Included a guide to filling in the score sheet. This will help new players that may be confused when they try to fill it in on their comp night. AW suggested the guide should also be posted to Noticeboard. **Action:** AW to print out and post Guide to Noticeboard

## 15. MAINTENANCE & SECURITY (PB)

- The centre was cleaned quite well by the painters on completion.
- 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.
- Elfrida reported shutter 5 was u/s which Rachel is aware of.
- There is a new air con in the office.
- PB has asked Rachel to have a CCTV camera installed above the glass window overlooking table 1. Rodney suggested club buy an Arlo security camera. Meeting agreed to this purchase.
- 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.
- Tables and floors are often not being cleaned or mopped of sweat after coaching and practice (not Elfrida's classes). PB recommends gentle reminder should go out to the membership.
- There's enough towels under the sink to wipe down the floors, and the majority of members know to use the cloths and cleaner for the tables. **Action:** Notice to members about cleaning up. PB to word the notice. **Action:** DP or AW will send it out via Gmail.

## 16. SOCIAL EVENTS & OUTREACH

- Annual Calendar of events will be updated and provided at end of every Minutes
- Nepalese Community: Sat 13 January – 70 people attended. New members joined.

- Club Open Day – Sun 11 Feb 10 to 12 + BBQ – Was very successful (MY)
- Palmerston Rec Centre, ClubHouse Territory – 18 January – MY/JP reported it went well
- Festival of Us Australia Day 26 Jan – Lot of people attended. There were 2 tables set up (MY)
- Sat 3 Feb Chung Wah Society Chinese New Year Festival – Good festival, was very busy all day from 10am till 6.45 pm. 2 tables for play/demos. MY reported very successful.
- Sat 3 Feb: Launch of FebFit campaign at Palmerston Shopping Centre. AW was to man a display table but could not due to illness. Fliers were distributed by volunteers.
- Gymnastics and Judo bookings: Dates are in Events Calendar. Charge \$15/h for Judo. – **Action:** AW to finalise & fix rate for Gymnastics
- No SEDA bookings are planned at this time – GS will open and close for SEDA bookings.
- Essington School agreement: RH
  - RH drew up a contract and emailed to committee for comment.
  - AW gave a formal email response by email.
  - Member Oscar van Cuylenborg is one of the PE teachers at Essington, but other PE teacher is not DTTA member. Committee reluctant to allow non-members to open and close up.
  - \$80per hour for the whole hall was proposed in RH contract. A lesser amount per hour was discussed at meeting. Possibly \$50/h.
  - A Usage Guide developed for the NT schools event can be provided to Essington – AW to provide guide when agreement is reached.
  - Cleaning up to be done post the sessions. Some guidelines about what is expected should be provided to teachers.
  - Usage of office – only teachers need to access the office. Guidelines to be provided to the teachers about use of the office.
  - Edits to be made to Contract by RH and sent to Oscar for response. **Action:** RH

#### 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

#### 18. OTHER BUSINESS

- **Drink Machine:** Drinks machine is ticking along without any issues. AW noted less income from drinks. Thanks to Patti for looking after drinks machine and restocking

#### 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 11<sup>th</sup> March 2024 @ 7pm**

**21. MEETING CLOSED at 8:56 pm**

Minutes Approved for Noticeboard/website	
President Name	
President Signature	
Date	

## TABLE UPCOMING EVENTS – events from date of meeting onward

<b>JANUARY</b>	
Tuesday 2 January	Club opens again after Christmas/NY break
Tuesday 2 January	Tuesday/Thursday Seniors starts
Wed 3 January	Social Practice sessions: Mondays/Wed/Thur/Fridays until Comp starts
Mon 8 January	First Committee Meeting 7pm
Sat 13 Jan	Nepalese Community Day – 9.30am to 3.30pm – Convenor EK
Mon 15 to Thur 25 Jan	Painting of louvres – hall closed for play
Thur 18 Jan	ClubHouse Territory Palmerston Rec Centre – 9am to 1pm
Fri 26 Jan	Festival of Us Australia Day – Netball Centre – 11 to 5pm
Mon 29 Jan	Term 1 Junior Coaching, 5.30 to 7pm 10 wks
By 31 January	Memberships due for 2024
<b>FEBRUARY</b>	
Sat 3 Feb	Chung Wah Society Chinese New Year Festival – Netball Centre
Sat 3 Feb	Launch FebFit Palmerston Shopping Centre
Sun 11 Feb	CLUB OPEN DAY, 10AM TO 12PM, PLUS BBQ
All February	FIT FEB – radio station
Tue/Wed/Thur 13/14/15 Feb	Start A/B/C Grade Comp
Monday 19 Feb	DTTA Committee Meeting 7pm
<b>MARCH</b>	
TBA	Be-Inclusive Games, Dripstone Middle School ?
Dates TBA	SEDA Coaching Program - GS
24/03/2023, Sunday	Tables 5 & 6 used by Judo, 8am to 12pm
Easter	Fri 29 – Sun 31 March
<b>APRIL</b>	
Thur 4 April - TBC	DTTA AGM
School hols?	Painting Gymnastics louvres
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
23 April	World Table Tennis Day
Wed 24 April ?	Possible start Spinneroos Term, 5.30pm to 6.30pm, 8 x Wednesdays ?
Sun 28 Apr	Start Sunday Social again?
<b>MAY</b>	
Sun 19 May	Tables 5 & 6 used by Judo, 8am to 12pm
Tue 28 & Thur 30	Round 15 Comp – C and B Grades
<b>JUNE</b>	
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
<b>JULY</b>	
Early July 2 days	Waterfront Activities – Tue 10 to 12, Thur 9 to 2pm
Mon 15 July	Term 3 Junior Coaching, 5.30pm to 7pm
Wed 17 & Thur 18 July ?	Try out days – A & B grades, 7pm
Sat 20 July ?	Darwin Closed Championships (TBA)
Tue 23 July ?	Season 2 Comp starts. C grade 23 July; A grade 24 July; B grade 25 July
Wed 24 July ?	Spinneroos Program 2 starts (TBA)
<b>AUGUST</b>	
Tue 6 & Thur 8 Aug	Seniors Month 4 x Tuesdays and Thursdays 9am to 11am
Sun 25 August	Tables 5 & 6 used by Judo, 8am to 12pm
<b>SEPTEMBER</b>	
Sunday 15 Sept	Venue Hire Gymnastics, 10am to 12pm
14-21 Sept	National Veterans, Launceston Tasmania – allow break in A grade?
Sunday 29 Sept	Tables 5 & 6 used by Judo, 8am to 1pm
<b>OCTOBER</b>	
Thur 3 to Mon 7 Oct	World Youth Contender Championships – Marrara Indoor Stadium
Monday 7 October	Term 4 Junior Coaching
Fri 18 Oct 8.30 - 9.30am ?	Sanderson Middle School venue hire (teacher Ben Smyth, Convenor EK)
<b>NOVEMBER</b>	
Fri 1 or 8 Nov 8.30 – 9.30 ?	Sanderson Middle School venue hire (teacher Ben Smyth, Convenor EK)
Sun 24 Nov 10.30 – 2.30	Giant Pong Tournament ?
Wed 27 Nov	Grand Final for all 3 grades
<b>DECEMBER</b>	
TBA	Gala Dinner