

# Darwin Table Tennis Association Inc.

## Minutes of Meeting



**Monday 24 September 2018 (brought forward from 1 Oct) , D.T.T.A. Marrara Multi-Purpose Hall**

Distribution: Attendees/Apologies + Notice-board

<b>Present</b>	<b>Apology</b>	<b>Name</b>	<b>Initials</b>
1		Robert Ho	RH
2		Robert D'Arcy	RD
3		Gavin Gerschwitz	GG
4		Khalid Khan 8:55pm	KK
5		Chris Depasquale	CD
6		Gavin Bedford	GB
7		Michael Yaxley	MY
8		Mazhar Khan	MK
9		Christine Marshall	CM
10	Andrew Barton		AB
11	TY Lee		TY

**1) Meeting opened 7:30pm**

**2) Attendance / Apologies**

**3) Previous Minutes Accepted – Moved by CD, Seconded by GB**

**4) Previous Actions Update:**

- Action 1: TY to follow up with PGC (re invoice/sponsorship) and advise Committee.  
**Carried over (TY away)**
- Action 2: KK to provide outline of current CDU arrangements in place for information of Committee  
**CLOSED** Paper distributed and discussed - see Agenda item 5.
- Action 3: The Committee stand up a sub-group comprising GG, CD, RD, GB to draft a DTTA strategy/plan suitable for consultation with the general membership. Target date to Committee: Mon 1 Oct 2018.  
**CLOSED** – see Agenda item 6.
- Action 4a: The sub-group (formed under action 3) design and plan structured participation weekend sessions to attract, retain and develop new participants.  
**ONGOING** – CD reported that discussions and work is underway to further explore the approach.
  - 4b: The sub-group is authorised to spend up to \$200 on (to be identified) props to facilitate the structured/fun activities. **CLOSED** (approved at 3 Sept 18 meeting – awaiting developments from 4a above)
  - 4c: GG seek 6 additional key sets from John Withers (expenditure authorised if required) and that numbered key tags be purchased to better manage/track key sets and their

- holders. **CLOSED** approved by Committee 3 Sept 18 – awaiting action by John Withers.
- Action 5 GB to draft a proposed instruction for ‘Convenors’ in relation to this role. Taking into account ‘convenors’ for non-comp nights (Mon, Fri), cash handling procedures and receipting (if purchase of a suitable receipt book is required – authority to purchase). Target – to distribute out of session prior to 1 October for endorsement.  
**ONGOING** – GB provided draft immediately prior to meeting. Agreed that GG would disseminate to the broader Committee (especially Convenors) to obtain their informed feedback/refinement owing to their experiences.
- Action 6 GB to draft a proposed instruction/procedure (for the management of bats received from TTA grant). Target – to distribute out of session prior to 1 October for endorsement.  
**ONGOING** – GB provided draft immediately prior to meeting. Agreed that GG would disseminate (as for Action 5). **DECISION: The Committee discussed and resolved that no bats/balls or equipment received through grant funding (including partial funding) would be re-sold to members or others.**
- Action 7 GG to approach TT to seek his services in facilitating some local umpire skills/training advice for all grades.  
**CLOSED** – TT expressly does not wish to provide any guidance on umpiring.
- Action 9 CD to complete agreement and return to S&R BEFORE 25/9/18 (**COMPLETED**). CD to compile acquittal and submit prior to 6/11/18 (**ONGOING** – carried over). GB to assist by providing photos from event (**CLOSED** – no photos held by GB. Photos were taken by comms company).
- Action 10 GG to advise Elfrida of new arrangements so that future / similar events are considered by the Committee prior to agreement.  
**CLOSED** – GG communicated requirement for Committee endorsement for future/similar events prior to their progression with Elfrida

#### 5) **CDU Table Tennis Club**

KK only arrived at end of meeting (after this item). Brief discussion ensued around the information provided - appears out of date/from last year. Paper mentions membership of around 40 but membership list shows 21, Robert Ho is listed as Secretary and Jonathon Tong as Treasurer (not correct). It was confirmed that CDU TTC funds had been received by RD. Resolved that a sign be placed on Court 6 on Friday afternoons reserving the court for CDU TTC. (GG has now produced that sign).

#### 6) **Draft DTTA Plan**

GG spoke to the draft plan circulated to Committee members out of session. The Committee **endorsed** the Draft Plan for circulation to the general membership seeking feedback by Friday 12 October 2018. Feedback received to be circulated to Committee out of session (by GG) with a view to formally adopt the Plan (inclusive of any changes proposed).

#### 7) **Drink Machine Money** (standing agenda item – governance)

MY counted takings. Committee notes **\$46** from machine. Noted that MY is owed \$9 (leaving \$37) from the shortfall of drinks purchased (receipts provided to RD). MY to retain the \$37 for the future re-stocking of drinks.

- 8) **DTTA funding support for juniors participating in Junior Nationals – Townsville (from 28/9/18)**  
GG and GB absented themselves from the meeting (to avoid conflict of interest – both sons are participating in the Junior Nationals). Three DTTA juniors participating (Mitch Bedford, Dae Gerschwitz and Zakelli Xie).  
Discussion resulted in Committee agreeing to fund \$300 for each junior (as per previous years) with an additional payment of \$400 (sourced from Italian festival rubbish collection funds – leaving \$450 from Italian Festival in DTTA accounts).
- 9) **Lightning Premiership**  
Potential for running a 'Lightning Premiership' during bye week (for Junior Nationals) discussed by CD. CD will be in NZ for this period. No volunteers to coordinate event. Committee resolved not to run event.
- 10) **Correspondence**  
a) Committee approved cheques for \$700 each for Bedford/Gerschwitz/Xie junior nationals.  
b) Committee approved cheque for \$135.44 (reimbursement for BBQ supplies, key cutting/tags to GG – receipts supplied)  
c) Committee approved cheque for \$618 to CD (receipts provided for marketing 'Family Fun Day' and ice)  
d) Committee approved cheque to Elfrida for \$500 for the School Cluster event recently run (CD to forward to RD the correspondence that relates – noted that the Schools have made the payment to DTTA already).  
e) Committee noted the great work of Robert Ho/Andrew Barton in refreshing and maintaining the website and new FaceBook sites for DTTA.  
f) **Committee APPROVED GB to source around 1,000 training balls for general member use.**  
g) RD queried Sport Voucher Policy with regard to a potential requirement to refund unused portion of voucher (for example if child ceases to participate) or alternatively not to receive a voucher if \$100 of service cannot be provided. GG undertook to investigate and report back.  
i) The Sport Voucher Scheme (15 July 2018) explicitly provides that (under para 3.4) 'Registered activity providers cannot provide cash refunds, in part or full, from a Sport Voucher even if a child no longer wishes or is unable to participate.' Further confirmation received from the S&R Sport Voucher manager that vouchers can be received and redeemed prior to their expiry date including when the full value of eligible services offered extend past that expiry date. DTTA is therefore compliant with this element of the Scheme.
- 11) **Treasurer's report**  
As this meeting was bought forward and the month end has not occurred the Treasurer's Report will be generated following the month end and distributed out of session
- 12) **Grade competition report**  
CD pointed out the significant number of absences that had recently been encountered across the grades. Unknown reasons. CM raised the question of 'Can B grade be asked to fill in for C grade?' The issue of sensitivities by some players was raised. CD explained how he had recently arranged for A grade players to sub for missing B grade players using a 4 and 8 point handicap. The alternative was for players to miss/forfeit games. Committee agreed that (except for finals) the ability to substitute a higher player for a lower grade using a handicap approach would be at the discretion of the Convenor.

13) Close 9:45 pm. Next Meeting 7:30 Mon 5 November.