



Darwin Table Tennis Association Inc.

Minutes of Committee Meeting

Meeting 10 – Monday 23 Oct 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 7.10 pm - Chair: RH
2. Attendance / Apologies: See above.
3. Previous Minutes (11 Sept 2023) Accepted: By RH, seconded by CM
4. BUSINESS ARISING FROM PREVIOUS MINUTES

Working with children clearance – covered under item 14

Tap & Go Payment device (RH)

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

Debit card to be handed over from RH to MY

RHO to check about the trophies

Post from NAB – MY to change the postal address to AW

5. FINANCIAL

Main Business Account # 50-816-2377 – 11 Sep 2023 to 20 Oct 2023

- Credits \$3103; Debits \$1879; Closing balance Cr \$25,878
- Notable expenditure:
 - Monthly Telstra bill (Internet); \$110
 - Convening fee to Elfrida for 2 day Inter Schools Championship; \$600
 - Term 3 Spinnerroos/Mondays coaching to Nick Pastrikos; \$690
 - Convening fees to Elfrida for Katherine School of the Air Day \$200; Seniors Month coaching by Elfrida \$480
- Notable Income:
 - Season 2 Match fees;
 - Interschool venue hire fee \$1200,
 - Term 3 junior coaching fees;
 - SEDA venue hire \$140;
 - Seniors attendance fees Thursdays \$990

Debit card account # 085-928 Account number 928518886

- Opening balance \$1054; Closing balance \$1054.
- Term Deposit #3908, BSB: 085-949 Acc: 944423908
 - \$29,480.78 rolled over into new 3-month term at 3%. Expiry 15 December.
 - Term Deposit #4802, BSB: 085-949 Acc: 740934802
\$10,989.37, rolled over into new 12mth term. Maturity date 27 August 2024 3%pa.
We agreed to roll them both over.

TD letters from bank are currently addressed to MY. MY brought letters to meeting. Need to get address changed to send bank letters to Secretary or Public Officer or Treasurer. **Action:** Probably need to visit NAB or write to them.

Upcoming major expenditure:

- Upcoming Expenditure: Trophies for Season 2 (\$700 to \$800);
Term 4 junior coaching payments to coaches; Payment to TTNT – part payment facility fee

Budget tracking – GS

Budget tracking/forecast – **Action:** **AW and GS** to schedule in meeting for this in Nov

6. COACHING

Junior coaching

- Template needs to be developed for monthly update on the Monday Juniors coaching program to include a week-on-week summary.
Action: Discuss reporting and development of suitable template with coaches EK and NP – **GS** to provide a template. **Not discussed at meeting.**

Monday Juniors

- Request from Elfrida to be paid for 2h and not 1.5h on Mondays to recognise the extra time she spends setting up and clearing up and dealing with the money – It was agreed to pay Elfrida 2h and not 1.5h (i.e. extra half hour) for Term 4 and review for next year.
- Time adherence – Official email to be sent to the parents that the session starts at 5:30 pm
- 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 – Provide the following to the committee to review and discuss: (Read out but not discussed)
 - Proper guidelines to be developed
 - Communication with parents
 - Proper plan to be developed
 - Provide costs for this initiative
- 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.**
- Camp to be organised by Jono in Dec. **Action:** **Ask Jono for details.**

Coaches profiles

- **AW** shared a draft of the coach's profiles and will work on creating one for Elfrida, Nick, Oscar and Jono
 - Profile of DTTA coaches to be produced and made available on Club Board and website/Facebook. **Action:** AW to write to our coaches

7. REGISTRATION AND MEMBERSHIP - AW

- 127 paid up members – latest members are Tan Rieffel (friend of Fei and Pearl), Sugeng Wahono (not known to Ann); Irene Musgrave and Nita Hicks (new seniors members)
- Is there any more casuals money from Monday/Friday practice nights and Sunday Social? Geni has \$200 from Tuesday Seniors.
- People collecting money have been keeping the cash and making a bank payment to DTTA for that amount. Is everyone comfortable with continuing that? **Action:** **Check at next meeting.**
- Details for paying in to bank: Darwin Table Tennis, BSB: 085-928 Account Number: 508162377

Reimbursements/refunds

- Credit for juniors for match fees from Season 1 – AW keeping account of this. Note: Martin Feng and Sebastian Lai not paid any Season 2 match fees yet. Martin has \$32 credit (4 rounds – has played 9 rounds) and Sebastian has \$42 (6 rounds – he has played 8 rounds). Both are eligible to apply for Semester 2 2023 sport voucher.

- Refund or credit for A grade Season 2 advance match fees. Because there are 5 teams instead of 6, the advance fee was \$110 and not \$140. Ann has refunded Shino Joy & Broderick On

Others who paid \$140: Elfrida, TT Lee, Tom Randle; Nick Pastrokos.

8. COMP REPORTS (RHO, CM)

- Match fees: John Pudney has paid Season 2 A grade match fees in full. Julian Payares has paid for 4 rounds and played 6 rounds. Steven Burlinson has paid for 6 rounds and has played 10 rounds. Please could A grade convenor Rodney ask Julian for match fees for complete Season 2 or for up to this next round. **Action:** Could Rodney remind Sebastian and Martin that they need to start paying their match fees from now on as they have used up their credit. If they both get a sport voucher they can submit that for whole of Season 2 and retain their credit for 2024. Up to them but they need to do one or the other please.
- C Grade: AW knows who has paid in advance for C grade (11 players) but there are a few players who pay each week and some of them by EFT but they do not pay on regular basis. **Action: Can Christine tell Ann who says they are paying by EFT so Ann can check?**
- Paid in Advance C grade: Patti Brown, Jayden Ma, Jimmy Hee, Beina Liu, Ted Jones, David Lee, Leeam Milne, Stephen Beelitz, Jonathan O'Bryan-Keenan, Luigi Lovato, Trevor Burke
- Players who are subs **do have to pay.**

9. OTHER COMPETITION AND PRACTICE SESSIONS

Veterans update

- **President/Rodney Hee's message**
 - On behalf of the club, I would like to congratulate the NT Veterans team for an outstanding effort at the 2023 edition of the Australian Veterans competition. The team has been training all year for this event and the hard work has paid off.
 - A total of 13 medals were awarded between Elfrida Kalich, Joe Abrantes, and TT Lee.
 - Elfrida's Medals: • Gold for Over 70 Women Singles, Over 70 Mixed Doubles. • Silver for Over 70 Women Doubles, Teams (as Presidents team); Over 65 Women Doubles, Mixed Doubles.
 - TT's Medals: • Bronze for Over 80 Teams, Men Doubles; Over 75 Mixed Doubles.
 - Joe's Medals: • Bronze for Over 80 Teams, Men Doubles, Mixed Doubles; Over 75 Mixed Doubles.
 - This is an outstanding effort given our small table tennis community!
- Next year's event will be held in Launceston / Tasmania

Sunday Social

- Geni reported that the Sunday social was going along fine:
- **MY** to look into the promoting the Sunday social via advertisements etc. Action: MY to promote
- More volunteers still needed

Extra playing times for members

- Extra playing times for members: Thursday 5pm to 6.30pm has started. Luigi is opening up. Luigi has a key card for this task. Geni reported Thursday is going well. No extra fees for this.

10. TTA/TTNT (GS)

- Youth World Contender: This year's event included 2 camps which were conducted by TTA coaches. 97 players participated from various Asian countries including China, Chinese Taipei, Singapore, Korea, India. China came out as the top performer at this year's event winning most of the categories
- Overall this year's event was profitable. Volunteers from outside of DTTA/TTNT like SEDA assisted during the event.

11. SENIORS (CM)

Seniors month (Aug 2023)

- CM reported she has done the Senior Month grant acquittal
- Geni reported continuing Tuesdays going well. Not as many as Thursdays.

12. 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.
- Various documents are stored/available through the RevSports website e.g. membership form (useful if you need to print out some more while Ann is away), various fliers
- Looking up member's phone numbers e.g. for subbing – if you have admin access to DTTA website, you can view member's records (see members list printout provided by Ann to meeting). Can also look up members in the Gmail contacts list.
- Ann supplied printed list of members with phone numbers from the website to meeting.

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

13. FACEBOOK (RHO)

In the last 28 days:

Followers: 291

Net Followers: 7

Post reach: 176

Impressions: 186

Post engagement (Number of clicks, people liking, commenting, etc.): 52

Majority of engagement was from the TTA supports DTTA post.

14. MAINTENANCE & SECURITY (PB)

- Update from Patti on key cards:
 - Every one of the forms has been signed by both Rodney, as President and Ann, as Treasurer.
 - All key card holders have indicated their preferred PIN of their form.
 - Currently I have been advised by John Withers that he is waiting on a new keypad being installed which will allow entry into the hall by individual PIN codes. To date John has no idea when this will happen.

15. Working with children clearance – Register is updated and most of the details are now available with a few still pending – **Jono, John Langdon (DP)**

16. SOCIAL EVENTS & OUTREACH

- Re: Inter Schools Tournament: Hannah Roll's email was discussed at the meeting. She had said the cost would be too high to run next year. It was decided at the meeting that we will work with rate of \$500 per day / 6 hours for NT Government Inter-school event if held over 2 days. **Action: AW / MY** to set up a meeting with Hannah to sort out the cost issue and to establish dates for next year.
- **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
- **Club House Territory event** – **Action: MY** to contact Deb to check this

TABLE OF UPCOMING EVENTS

OCTOBER	
Fri 20 Oct 8.30 - 9.30am	Sanderson Middle School venue hire (teacher Ben Smyth, Convenor Elfrida)
Mon 23 Oct 7pm	DTTA Committee Meeting 7pm
NOVEMBER	
Fri 3 Nov 8.30 – 9.30am	Sanderson Middle School venue hire (teacher Ben Smyth, Convenor Elfrida)
Sun 26 Nov 10.30 - 2.30	Giant Pong Tournament
Wed 29 Nov	Grand Final for all 3 grades
DECEMBER	
TBA	Gala Dinner

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.
- **2023 Volunteer Grant** – Action: **RH** will try and check on this
- **Sponsorship Strategy** – Update the pdf slide shared by **MY** & share it with the committee.
Action: **DP**

18. OTHER BUSINESS

End of year dinner:

- **GS** suggested Meraki in Stuart Park, will check and update.
- Finalise dates – suggested 12 or 19 Nov

Drink Machine:

Patti has paid in all monies taken from the drinks machine to DTTA bank account, and has sent drink purchase receipts on to Ann for reimbursement. Ann has a record of the amounts that have been spent on drinks and what has been collected from the machine in the DTTA bank transaction spreadsheet

19. **DATE OF NEXT MEETING: Monday 4th December 2023 @ 7pm**

20. **MEETING CLOSED at 8:28 pm**