

# Darwin Table Tennis Association Inc.

## Minutes of Meeting



Meeting 11 - Monday 3 December 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		TY Lee	TY
5		Chris Depasquale	CD
6		Gavin Bedford	GB
7		Christine Marshall	CM
8		Michael Yaxley	MY
9	Khalid Khan		KK
10	Andrew Barton		AB
11	Mazhar Khan		MK

1) Meeting opened 7:30pm

2) Attendance / Apologies

3) Previous Minutes Accepted – Moved by RD, Seconded by CD

4) Other Business (not currently on agenda)

- i) CD moved that we schedule meeting to conclude by 9:30 pm – supported by all.
- ii) TY requesting CDU payments for facilitators be approved.

5) Previous Actions Update:

(Action naming convention 'A' = 'Action' 'D' = 'Decision' numbers – first 2 digits = year ('18'), second 2 digits = meeting number from commencement of each calendar year ('09'), last two digits = action/decision number ('01'). This should assist traceability moving forward).

**A180904a** The sub-group (formed under A180903) design and plan structured participation weekend sessions to attract, retain and develop new participants. **ONGOING**

**A180905** 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). **ONGOING**

**A180906** GB to draft a proposed instruction/procedure (for the management of bats received from TTA grant). **ONGOING**

**A181001** **GG/GB** to draft an information sheet suitable for Convenors to provide to visitors with key information – practice times, web/facebook/email/phone contacts, basic rules, etc. **ONGOING**

- A181002** **GG** to finalise remuneration register and place copy on Noticeboard. **ONGOING**
- A181003** **CD** to propose some season/comp options for the Committee to consider out of session. (This will then inform the development of the Events Calendar) – see **Item 6** - **CLOSED**.
- A181004** **GG** to circulate draft TTNT Board minutes to Committee Members. **Completed - CLOSED**
- A181005** **GG** to follow up with TTNT to confirm which census arrangements are used to inform fee commitments and why 4 census are conducted (instead of 1) – **Completed CLOSED**
- A181006** **GG** to draft communications for inclusion on the new 'front page' of the newsletter calling for members interested in becoming a Convenor. The newsletter will also promote the practice/opening times as a roster gets developed. **Completed - CLOSED**
- A181007** **GB** to report back on cost of acquiring portable agility ladders. GB provided info on agility ladder costs. TY advised that he would prefer to purchase and use tape (to avoid trip hazard) and estimates he can achieve for around \$5. Committee previously approved purchase up to \$40 – no further approval required. **CLOSED**.
- A181008** **GG** to provide RD draft content for new front page. **Completed - CLOSED**.
- A181009** **CD** to update/re-word and circulate revised sponsorship fact sheet out of session - **ONGOING**
- A181010** **RH** to consider / revise the artwork/icon for DTTA branding (circulate out of session and once endorsed for adopting as the DTTA branding – including on the Information Sheet for Sponsors) – Completed – New artwork shown and endorsed - **CLOSED**

- 6) Proposed 2019 Season Dates** – CD circulated a proposal (out of session) for a single 2019 (longer) Dry season with potential for short pre-season competition. A consequence would be a reduction (in main comp match fees of \$2.8K for A & B).
- The Committee approved** a single 2019 Dry Season competition for **A & B Grade** commencing 2 April and concluding with a Grand Final on 9 Oct 2019.
- The Committee approved** retaining 2 (shorter) C Grade seasons generally aligned with the A & B commencement dates and G/F.
- The Committee approved** a pre-season competition starting 6 Feb and concluding on 27 March. (D181101)
- 7) 2019 Registration fees / PAYG option / \$100 flat fee for pre-season / \$350 'Gold Pass' option / (concessions)** – Related to papers for item 6 above. Noted that TTA/TTNT membership charges for 2019 will be: Registered Players \$48.15, Social members \$20.78.
- The Committee approved** maintaining Registration fees at \$80 per year (no concession)
- The Committee approved** setting a \$30 Registration fee for (Thursday) Seniors and maintaining a \$5 per visit fee.
- The Committee approved** maintaining A & B Grade match fees at \$10 per match (u18 and Senior Card holders - concession Match fee \$7) and C Grade match fees at \$5 per match (no concessions)
- The Committee approved** A \$100 flat 'pre-season' fee (paid in addition to registration) entitling player to enter all/any of the pre-season competitions (no concessions)
- The Committee approved** A \$350 'gold pass' be introduced (includes registration), entitling player to all pre-season, post season (if any), and all match fees for main competition (concession for u18/Senior Card holders: \$250)
- (D181102)

- 8) **Procurement – ‘Swiss Perfect’ match software ~ \$75 – Related to 6 above (paper attached) .**  
**The Committee approved** CD trialling and purchasing SwissPerfect software to facilitate pre-season competition arrangements.  
(D181103)
- 9) **TTNT update (following 27 October 2018 Board Meeting**  
GG provided a verbal briefing on TTNT AGM and Board Meeting. Noting that GG is now the DTTA representative on the TTNT Board. Opportunities exist for other DTTA members to become Board members if interested. Discussion on new registration fees, NT Squad selection, Lobbying for new TT facilities. **Noted** by Committee.
- 10) **DTTA Equipment Stocktake** – In preparing for end of year document finalisation discussion ensued regarding compiling a list of DTTA equipment and updating Balance Sheet values. TY confirmed he has club portable camera and tripod at his house – will return to club (for securing in filing cabinets) by 5 January 2019 (stocktake scheduled for 5/1/19 by CD/RD). Proposed to photograph items and briefly note – with estimated values including robot and drink machine.  
(A181101 – CD/RD)
- 11) **Member Suspension Procedure** – CD advised background (longstanding debt to TTNT by DTTA member) Proceedings commenced pursuant to clause 21 of the DTTA Constitution. Notice of Special DTTA Committee Meeting on 21 December 2018 – 6 pm provided to member. Discussion ensued about role of DTTA regarding TTNT debt. The following Committee members have committed to make themselves available for special meeting: CD, MY, GB, RH, RD (GG interstate, TY and CM not attending)  
The Committee **APPROVED** convening a Special DTTA Committee Meeting on 21 December 2018 at 6pm to consider the suspension of a member.  
(D181104)
- 12) **Drink Machine Takings**  
Drink machine takings checked by MY during meeting. Confirmed \$116 removed. MY retains \$19 from previous takings (having purchased \$18 of drinks – **Receipt to be forwarded to RD by MY** (A181102). Balance of \$116 + \$19 = **\$135** to be **retained** by MY for further drink purchases.
- 13) **Opening Times during ‘off season’**  
Discussion ensued re opening times. CM advised she will continue opening on Thursday AM for Seniors, GG to check with Elfrida when her Monday openings will finish and advise RH for website/FB publication (GG can open Mondays from 6 Jan), TY opening Wednesdays 7-9pm, GB to open Fri 7/12 – 5pm with RD able to open Fridays from 14/12. GG to circulate key holder list to all key holders for ease of communication. (A181103 GG)
- 14) **Trophies (perpetual) and name plates**  
CD to order name plates (and Grade name plate – ‘B Grade’ & ‘C Grade’ for perpetual trophies.  
(A181104 CD)
- 15) **Correspondence**  
**The Committee approved** reimbursement to CD for Grand Final Expenses (CD) \$380.95 – Receipts attached (D181104)

**The Committee approved** payment of 4 TTNT invoices (papers attached) for i) \$4,926.98 (membership fees), ii) \$11,000 (Marrara facility – cleaning/utilities/pest control), iii) \$600 (Contribution to the cost of wheelchair accessible table), iv) \$825 (Cost of Junior Programs conducted for DTTA). **(D181105)**

**TTNT** is requesting invoices be sent from DTTA to TTNT for the following amounts/activities: i) Junior Coaching \$2,400 ii) Costs associated with Transition Programs \$3,250, iii) Travel to Alice Springs for NT Open \$1,000. CD to send TTNT invoices as requested **(A181105 CD)**

**TY** requested disbursement of funds for activities related to CDU TT club. Noting that \$4,400 has been received by CDU (\$2,000 for the hire of Marrara). **The Committee approved** payments for CDU TT club as follows: TY: \$408, KK \$350, Parg: \$0 (match fees/reg costs balanced out), Jonathan Tong: \$120. These payments were the final cheque balances approved (after adjusting for registrations and match fees for facilitators. It was noted that documentation for future claims must be provided to the Committee prior to meeting to enable efficient consideration. **(D181106)**

**RH** provided invoice to RD for newsletter services (\$500 – match fee deduction for Season 1: \$140, Season 2: \$130). **The Committee approved** balance payment to RH of \$230. **(D181107)**

**16) Treasurer's Report**

Provided. Taken as read. No issues raised.

- 17) Grade competition report.** CD provided a paper. Taken as read. One issue raised relating to a rule for future final events (semis/GF/etc). **The Committee approved** the following finals rule: Substitutes playing in any finals match can play a maximum of **one** doubles game. **(D181108)**

**18) Next Meeting(s)**

- i) Special Committee Meeting 21 December 2018 – 6 pm
- ii) General Committee Meeting 4 Feb 2019 – 7:30pm

**20. Meeting Close**

Meeting closed at 9.32pm.

**21. Meeting re-opened 9.40pm**

(Noting that MY and CM had left)

General Members Kelvin, Natasha and Broderick On had been waiting to address the Committee. A grievance was raised relating to the discussion at the November Committee meeting referring to the use of tables during the Monday afternoon juniors session (5-7pm). Members expressed dissatisfaction that a conversation between two boys was taken out of context and that it was reported that negative behaviour was attributed to one of the participants. The Committee explained that the previous discussion was centred on the table capacity issues and ensuring that the 5-7pm Monday afternoon session was explicitly for juniors at the direction of the nominated coach (Elfrida). The Committee expressed regret for hurt experienced, thanked the members for raising their grievance. It was further noted that a request was made by On's to present at the Committee Meeting – That request was mistakenly not passed on to the Committee. The Committee apologises for the inconvenience caused to On's in not having them be heard at the commencement of the meeting. The Committee **resolved** to re-communicate that all general members are invited to attend at any Committee meeting.