

# **Darwin Tennis Association Inc.**

GPO Box 2514, Darwin NT 0801 Tel +61 8 8981 2181 <http://www.tennis.com.au/gardenstennis/>

## **Summary of DTA Committee Meeting 11<sup>th</sup> December 2016, 5pm at Darwin Sailing Club**

### **Present:**

Charles Webb (Chair), Paul Kelly, Jamie O'Brien, Phillipa Tziolis, Debra Liddiard, Natalie La Pira

### **Apologies:**

Lindsay Hutley, Jane Sheehan and Jordyn Howarth and Ben McLachlan (Top End Tennis)

### **Minutes of previous meeting:**

Minutes of the meeting held on 7<sup>th</sup> November 2016 were accepted as a true and accurate record and the published summary of this meeting noted.

### **Correspondence:**

Correspondence with Jordyn Howarth and Benjamin McLachlan and from and to Minister Lauren Moss was noted

### **Matters arising from previous meeting:**

Annual General Meeting: Draft minutes of the DTA AGM circulated to members were noted along with a letter outlining issues relating to DTA finances and membership numbers in response to queries raised by a member prior, at and post the AGM. Progress in lodgement of documents with the Department of Business including audited financial statements, the revised DTA Constitution and the draft AGM minutes was noted.

The status of action items from the previous Committee meeting was noted.

### **President's Report:**

The President reported on attendance at a Tennis NT (TNT) Athlete Development sub-committee, the TNT Annual Industry Workshop, the TNT Awards Dinner, the TNT Annual General Meeting, preparation for the DTA Annual General Meeting, preparation of the November newsletter, attendance at a Parents' information session run by Top End Tennis and activities with Executive members.

### **Treasurer's Report:**

Cash at bank was \$44.3K including \$4.8K junior account and \$2.8K sinking fund. Accounts receivables of \$15.4K. Accounts Payable totals \$6.2K with \$6.2K outstanding on un-acquitted grant balances. Taking all above into account the current balance is \$43.9K.

### **Report from Executive of Committee:**

The President tabled a report on a continuation of the last quarterly meeting with the Service Provider at which items discussed included 2017 fees and charges, sponsorships and arrangements for the Christmas period. It was noted that resolutions regarding 2017 fees and charges were circulated to Committee members for comment and agreed 2017 fees and charges published in the November newsletter.

### **Report from Top End Tennis:**

No report

### **Sponsorship:**

Committee approved the Treasurer and President to meet with Karl Phillips of ANZ Mortgage Solutions to further discuss a sponsorship arrangement based on loans referred by the Club.

### **Report from Infrastructure sub-committee:**

The installation of a new lighting control board was noted along with a recent fail of another light fixture and subsequent request to KK Electrical for a quote to replace the failed light with a LED fixture(s) Progress on changing room renovation was noted along with some outstanding work including painting of shower partitions for which a quote will be sought.

The need to effect the recently completed Facilities Master Plan and possible mechanisms were noted Plans to progress renovations of the Gardens Tennis Clubhouse relating to work health, security and access following the award of a 2016-2017 NTG FACE grant were noted.

### **Report from Grants sub-committee:**

The success in receiving a \$19,000 2016-2017 NTG Department of Tourism and Culture Facilities and Capital Equipment Grant for a first stage renovation of the Gardens Tennis clubhouse Committee noted a recently announced NTG Immediate Works Stimulus Package (IWSP) through which community and not-for-profit groups including sporting clubs can apply for grant funding. Possible projects that support might be sought through the package were discussed and include stage 2 and 3 of the clubhouse renovation as set out in the master plan, new entry and security fencing,

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cementing storage area at Sky City end of clubhouse and installation of a new shed, shade cloth around the barbeque area, lighting to carpark and re-painting of car space lines. Given the timeframes for applications, members were requested to urgently forward any suggestions for projects that might be supported through the IWSP to the President.

The closing date for the next round of the Holden Home Ground Advantage grant program was noted and it was agreed that an application for a solar hot water could be re-submitted.

The acquittal date for the \$10,000 2015-2016 Sport and Active Recreation Grants Program for Women and Girls grant of 31st December 2016 was noted

## **Planning for the rest of the year**

The continuation of an Executive group of Committee comprising the President, Vice-President and Treasurer was endorsed.

Committee also approved the following subcommittees:

Sponsorship and communication: Jamie O'Brien, Debra Liddiard, and a representative of Top End Tennis

Juniors: Phillipa Tziolis, a representative of Top End Tennis and a members' parent

Grants: Charles Webb and Lindsay Hutley

Infrastructure: Charles Webb and Paul Kelly

Committee agreed to aim to have monthly meetings if possible on Monday evening at the Gardens Tennis Centre.

The following areas were identified for priority attention by Committee in 2017

### *Infrastructure*

Committee endorsed the need to progress the recently developed Facilities Master Plan and to work with Tennis NT in this endeavour. Committee supported the application to various grant schemes to seek funding for infrastructure upgrade at Gardens Tennis.

### *Sponsorship*

The need to focus on sponsorship and to ensure appropriate co-ordination between Top End Tennis and the DTA Committee was noted.

### *Interaction with Tennis NT*

The importance of continuing to work closely with Tennis NT was endorsed. It was agreed to have the TNT Strategic Plan as a standing item on agendas for DTA Committee meetings so that Gardens Tennis activities in support of the Plan can be regularly monitored. It was also agreed to invite the Manager of Tennis NT to attend DTA Committee meetings from time to time in 2017.

### *Governance and communication*

It was agreed that Committee would review an online ASC Club Health check at an early meeting in 2017.

The need for ongoing mechanisms of communication with members was recognised including the ongoing production of a regular Club newsletter.

## **Other business**

The President thanked Committee members and the Service Providers for their efforts during 2016 and wished all Seasons greetings.

## **Next meeting:**

To be advised