

**Hills Tennis Association Inc.**  
**Management Committee Meeting**  
Wednesday 14<sup>th</sup> March 2012  
at 7.00pm  
Mark Benson's - Heathfield

## Minutes

**Attendees – Mark Benson, Robyn Bond-Wallner, Sally Manuel, Lauren Thurgood, Adrian Pobke, Jody Whittaker**

**Apologies – nil**

**Chairperson:** Mark Benson – meeting opened at 7.10pm

### 1. Minutes

1.1 Minutes of last meeting 20/2/12

Accepted: First – Adrian; Second - Lauren

1.2 Action and Business Arising from Minutes not elsewhere on the Agenda

- Rule update on website – Rules updated for foot faults. The version updated was an older version of the rules, need to ensure that the new version is updated and added to website
- Recording secretary – need to email out teams for next season re: entering forfeits properly, issue is mainly to do with 2 sets of doubles for traditional. See if we can email Results Vault to rectify before next season. Lauren to follow up.

### 2. Secretary's Report

**Sally**

Correspondence In

- Amy (Crafers) – regarding fining of Clubs for non-attendance at SGM.

Correspondence Out

nil

### 3. Treasurer's Report

**Adrian**

3.1 Balances

- Working balance - \$10663.96
- Investment account - \$42599.64
- Total cash balance - \$53263.60
- Total balance - \$55778.60

Financial report accepted – First: Mark, Second: Lauren

3.2 Invoices for payment

nil

### 4. Tennis SA Report

**Mark**

- Good response at SGM from Tennis SA representatives. Would be good to do this again at the start of next season.
- Police checks – Anyone that needs police clearances. Next year at club meeting have a police officer present that can stamp forms and sight IDs, then we can send all clubs clearances down to Tennis SA for them to enter VON number and send off to get the clearances approved.

- Active-after school – Push for Clubs to approach schools to let them know that juniors from these programs are welcome to play for local clubs.
- Hot shots – need clubs to directly approach local schools and with assistance of Andrew Wilson to get this up and running. HTA MC to send email to all clubs with a step by step guide of what to do, well in advance of next season.

**5. Recording Secretary Report**

**Fiona**

Most junior results were put in on Saturday night which meant that junior finals could be finalized by Sunday. Note that email reminders should be sent out saying that final results should be entered early Saturday night.

**6. Hills Facilities Management and Planning**

**Mark**

General email to be sent to all clubs reminding them that this will be the last major funding round and that Tennis SA can help with grant applications – contact Adam Renfrey. Sally to email clubs.

**8. Other Business**

- Coaches – All clubs with juniors need to have an accredited coach. Email to be sent out to all clubs requesting a list of what coaches they have and to see if there are sufficient coaches within the HTA. Brett McClelland (sp??) is the person to approach.
- Presentation night – Sally has done flier for the night. Using results vault need to work out who has been the most successful player in juniors, traditional and doubles. Possible certificate for all kids that represented the HTA in intra association competitions (Compass draw, Foundation Cup and Country Carnival etc). Change to the awarding of trophies for senior winners. Winners should get glasses + medallion and runners up to get medallion. Cost - \$25 per head with \$10 subsidy from the HTA.
- SGM feedback – Before SGM a job description should be sent out to all clubs and inform them what positions are open. Name tags to be given at the door.
- Gratuities – Total amount of \$4500 was voted on at the AGM, \$2500 for seniors and \$2000 for juniors. For the February meeting the MC must sit down together and work out gratuities together as this is according to the Constitution. First – Robyn, Second – Sally (add to perpetual calendar)
- Fines – All fines need to be brought to the attention of the HTA MC so we can discuss these before being issued. Any correspondence from the HTA MC is supposed to reflect the feelings of all committee members; therefore the committee needs to discuss these details before emails are sent. Crafters need to be sent an email saying that we are sorry for their circumstances re: attending of SGM, and did not mean for the email to be inflammatory, but that the fine must stand in accordance with the Constitution.
- HTA Vice President – Sally Day may be interested in taking over this position if we can find a replacement for the head of SAC.
- Website – Robyn talked to Peter. Editing rights to the website must be updated. Add to agenda for next meeting. The editors can change the club contact, uploads and downloads, results, front page and club pages. We are charged at \$55 per hour for any other changes. We will be billed at the end of the season – also includes domain registration. Also need to discuss any issues that need to be added to the website.
- Recording Secretary – Need to discuss this contract at the next meeting.

Meeting Confirmed .....  ..... Mark Benson HTA President

**Next Meeting....4<sup>th</sup> April**  
**Meeting closed: 10.10pm**

