

**Hills Tennis Association Inc.**  
**Management Committee Meeting**  
held Monday 16<sup>th</sup> January, 7pm  
at Sally Manuel's  
20 Heathfield Road, Heathfield

**Attended:** Sally Manuel, Jody Whittaker, Adrian Pobke, Fiona Pobke, Lauren Thurgood, Mark Benson

**Apologies:** Robyn Bond-Wallner

## Minutes

**Chairperson:** Mark Benson

Meeting opened: 7.15pm

### 1. Minutes

1.1 Minutes of last meeting 28/11/11

Accepted – first: Lauren, second: Sally

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

- *Sally to follow up* that emails to clubs re results vault were sent
- Any correspondence with Tennis SA has been unsuccessful, we will keep trying after Australian open.
- *Mark to follow up* with Bruce Tucker in regards to Tennis ball storage conditions/lifespan

### 2. Secretary's Report

**Sally**

2.1 Correspondence In

- Sue Hutson – Issue with Div 1 and 5 boy regarding fill ins. No permits were applied for, and not playing in order of merit. All sets forfeited. Sue has noted many breaches this year regarding code of conduct. Email to be sent to all junior coordinators saying that the team managers need to take a proactive role with unacceptable behavior and report any complaints to the JAC. *Sally to email clubs.*
- Sue Hutson – problems with junior coordinator details on HTA website. Adrian has fixed this.
- Sue Hutson – wants to know how to order trophies and medallions for juniors. Sue needs to email Robyn Hooper with the number of trophies needed. *Sally to follow up.*
- Sally Day – Email regarding complaint against Courtney Schuller from Uraidla. Aldgate raised complaint, a 12yo senior player suffered verbal and threatening behavior by Courtney, who is a repeat offender. Sally Day wants to push for suspension for 2 matches. There has been no response from Chris Badenoch (Uraidla) by the required date. According to the demerit point system a suspension must be enforced. The MC support a suspension for 2 weeks. The final decision is to be made by the Disputes Committee.

Out

- Letter to Chris Badenoch regarding issues with Courtney Schiller.

## 2.2 WTC Country Carnival

- Waiting for the results regarding the number of Hills players that participated in the tournament. We had 17 teams in the tournament.

## 2.3 Disputes Committee

- The Disputes Committee have decided that a 2 week suspension be enforced for Courtney Schiller from Uraidla for unsportsmanlike conduct.

## 2.4 Tennis SA

- Ali McDonald has left his position at Tennis SA to take up a new position in Melbourne.

## 2.5 HTA Website to be updated re: email to HTA committee – no response

- This issue has now been rectified by Adrian.

## 2.6 Trophies

- Any issues regarding numbers of trophies to be directed to Robyn Hooper.
- We need to get an idea of how many senior trophies are needed. More discussion needed at the next MC meeting.

## 3. Treasurer's Report

**Adrian**

### 3.1 Invoices for Payment

- Balance in investment accounts: \$42599.64
- Working account balance: \$18888.41
- Expenses out: \$3036.50
- Total cash balance: \$61488.05
- First: Mark, Second: Lauren, unanimously accepted.

### 3.2 Association Accounts, Receipts and Expenditure Statements

- \$1442- country carnival seniors and juniors to be paid.

## 4. Tennis SA Report

**Mark**

- No word from Tennis SA regarding numbers of registered players with My Tennis. Numbers are apparently down from previous years. Mark to contact Tennis SA to see if they have any final figures yet.

## 5. Recording Secretary Report

**Fiona**

- Fiona has given us a run-down of what she has to do each week.
- Heaviest workload at start of the season which involves setting up teams, divisions and programs.
- Main issue is disputes with paper scoresheets not matching between competing teams. Both clubs get the dispute email. Some respond and some don't. There is no way of knowing the correct score, we must reinforce that scoresheets are to be checked carefully at the conclusion of each match. Teams will be given a deadline to respond to disputes. If they don't respond by this time then the results stand.
- Night tennis has gone paperless this year, seems to be working well. The MC suggests a paperless trial next year with seniors. A contact person from every team will be needed and contact will be direct with that team not through the secretary.

- Email needs to be sent out if there any cancellations then do not enter any scores into results vault. There were some scores entered after the Round 10 senior matches were all cancelled. *Sally to email clubs.*
- The MC acknowledged that the position of Recording Secretary is a time consuming job, particularly at the start of the season. Fiona's contract expires in June, the position will go out for tender but Fiona has expressed interest in continuing. We will work to make the system for easier for her to use, starting with the implementation of a paperless system for seniors next season.

## 7. Hills Facilities Management and Planning

**Mark**

- Stirling – court 6 leveled and bitumized
- Office of Sports and Recreation grant results released at the end of Jan.
- Aldgate still waiting for final approval

## 8. Other Business

Open Tournament

**Mark**

- Didn't eventuate due to a tournament running concurrently

Perpetual Calendar of events

**Lauren**

- Lauren to send email to Sally to trial use of calendar

Balls \$/ life of them

**Sally/Mark**

- Mark to ring Bruce Tucker and ask about the storage of Tennis balls.

Notebooks/Laptops

**Sally**

- Old MYOB needs 32 bit computer. Aldgate Computers looked up lots of different brands; there is only 1 computer that runs 32 bit.
- Aldgate computers charge \$150 to clean and transport data to new computer.
- Adrian to check price for new MYOB software program and purchase in conjunction with a new laptop from Aldgate computers. If 32 bit computer is still okay to run new MYOB software Adrian will purchase Toshiba Satellite Pro computer - \$1229. All unanimously agreed that Adrian purchased the computer or suitable computer to run new MYOB software.

Backups/Property/Procedures

**Sally**

- Fiona has a new laptop from last year, so her computer is okay at the moment, Adrian's old computer will go to the tournament committee.

Signatories on cheques

- Leave until after the Special General Meeting, this way we will have someone that has committed for 2 years+ to become the third signatory on cheques. Possibly Mark. Adrian to obtain paperwork from Credit Union.

Media coverage

- Write up about Littlehampton in the Tennis news (Australian Tennis magazine), as Wade Hutson is the youngest President of a Tennis Club.

Special General Meeting

- Clubs need 14 days notice. Wednesday 29<sup>th</sup> February at 7.30pm is the best date. This will involve election of Special Officers. Adrian to confirm availability of Hahndorf Football Club rooms.

Presentation dinner

- Probably will be Saturday the 14<sup>th</sup> April. This is the only date that fits with Easter and HTA Grand Finals. Waiting to hear feedback from Clubs as to their preferences for style of dinner.

Gratuities

- Mark and Adrian to have meeting to work out allocation of gratuities to the various committee members.

Meeting closed: 9.10pm

**Next Meeting....**

**Monday 20<sup>th</sup> February, 7pm, venue TBA**

Meeting Confirmed .....

Mark Benson HTA President