

## **HAWTHORN TENNIS CLUB**

Minutes of the 117<sup>th</sup> Annual General Meeting  
held on Sunday 4 December 2022 commencing at 5.06pm  
at Hawthorn Tennis Club and via online video platform

**CHAIR:** Nadine Maloney, President

**PRESENT:** Andrew Simpson, Peter Scott, Eleni Meros, Duncan Buchanan, Eve Kok, Aniket Ghaskadvi, Tamara Jungwirth, Marion Hoffman, Liz Dobson, Janet Wainwright, Elaine Cooper, Arian MAdani, John Clowes, Nadine Maloney, Alistair Young, Dedrie Green, Anthony Luppino, Peter Don, Birute Don, Jeanette Clough, Peter Robinson, Bahaa Al-Atta, Kay Looi, Michelle McKinley, Jason Yuan, Kris Peach, Madeline Penny, Claire How, David Satori, Demetra Giannakopoulos, Kerry Harrison, Neil Pearce, Sarah Condron, Jake Nelson, Andy Pang, Jim Green, Richard Abbey, Tom Abriel, Anna Bolger, Tim Nixon, Amit Kumar, Sandra Beanham, Sue Chambers, Leona Dowman, and Ully Martins. YC Tan online

**APOLOGIES:** Wilma Anderson, Kelly Cooper, Frances Graham, Virginia Holmes, Daniel Jacobs, Peter Lynch, Maria McGrath, Martin Mornet, Robert Payne, Ian Robertson, Lita Trimmings, and Fiona Walker, whose names were read out.

### **WELCOME**

The Chair welcomed all those present, especially the life members, to the 117<sup>th</sup> Annual General Meeting and noted it is good to be able to hold the meeting in person.

### **MINUTES OF PREVIOUS MEETING**

There being no business arising it was moved that the Minutes of the 116<sup>th</sup> Annual General Meeting held on 6 December 2021 be accepted.

Neil Pearce/Andrew Simpson

### **ANNUAL REPORT**

The Chair outlined key points from the last year and noted that overall, the Club is thriving. This includes a 30-year membership high of 450 and a strong financial position with a \$41,330 surplus and \$86,822 in the bank at the close of the financial year. The Club intends for a significant portion of this to be re-invested into maintenance and Clubhouse improvements over the next 12 months whilst continuing to maintain a minimum of \$20,000 in the bank for emergencies. The Club also currently has a strong number of competition teams and is at capacity for night competition, Saturday afternoon competition and junior competition.

The Chair noted how challenging it was for the coaching team through the COVID pandemic, but they are now fully back up and running, and the Club needs to keep balancing the needs of coaching with those of members.

With the additional members, and court usage, it is noted that the Club needs to take a more proactive approach to maintenance.

Over the past year there has been continued hesitancy to host social events but into 2023 this will prove a bigger focus. The number of events is limited by the number of members assisting, and it is great when additional members get involved such as Richard Abbey running a golf day.

The Chair noted that the Club is based around providing participation opportunities for everyone to be involved in tennis and this is central to the strategic plan the committee developed at the start of this year. This includes engaging with the community, as the Club is run for the community, and working with Tennis Victoria and the Council among others.

The strategic plan included a focus on important governance topics, and this has included setting up a risk register and a safeguarding policy.

The Chair outlined that there were discussions at the start of the year around the fact Sunday Social has been struggling for numbers for several years. The Committee considered that it continues to be an important element for the Club. The efforts early in the year to ramp up numbers worked well and have continued through the year. This has included having a good mix of attendees including gender, age and standard.

The Chair noted that we now have tennis ball recycling underway at the Club and are exploring installing solar panels.

The lease was renewed for another 5 years this year with limited changes to the agreement, providing surety for the Club through to 2027.

The Chair took the opportunity to thank the Committee for all the jobs that are required to run the Club, to the coaching team for all their efforts and to team captains for all the work they do in supporting our competition teams.

Birute Don noted it was an excellent annual report.

Neil Pearce noted that Nadine Maloney was Victorian Volunteer of the Year and attendees congratulated Nadine.

Sandra Beanham noted it was excellent that the Club continues to consider solar panels.

There being no questions it was moved that the Annual Report for 2021/2022 be accepted.

Birute Don / Peter Robinson

### **FINANCIAL REPORT**

The Chair noted that the Club is in a strong financial position. It was noted that the previous year was a 15-month period which makes comparison challenging.

The Club continues to have good support from Tennis Victoria and the Boroondara Council.

Maintenance costs were lower as significant works were done at the end of the year of the financial year and the costs will therefore fall into the next financial year.

The Chair noted that interest earned continues to be low given recent low interest rates more broadly but also the nature of the Club being an incorporated association limits good interest options. The Club will continue to explore options as interest rates rise.

Birute Don asked if the Club has dual signatures and online banking on its account and Dedrie confirmed that the Club does.

There being no further questions, it was moved that the Financial Report for 2021/2022 be accepted.

Janet Wainwright / Sarah Condron

### **ELECTIONS – Executive Committee**

Elections for the following position on the Executive Committee of the Hawthorn Tennis Club for 2022/2023 were conducted.

The Chair noted that the nominations were emailed to all members.

#### **President**

David Sartori took the Chair and, there being no other nominations, declared Nadine Maloney re-elected unopposed as President.

Nadine Maloney resumed the Chair.

#### **Vice-Presidents**

The Chair declared that David Sartori is stepping down from the Committee. There being no other nominations, Andy Pang is elected, and Madeline Penny is re-elected unopposed as Vice-Presidents.

The Chair thanked David for his contribution over the past 29 years. David was Vice-President from 1996-2012 and then President for 5 years from 2012 before recommencing as Vice-President in 2017. David did an excellent job in steering the committee after the long-serving Robert Payne stood down. Nadine noted that David has made a significant contribution to the Club across a whole range of areas in his time on the committee. The Chair particularly thanks David for his guidance and wise counsel over the past 5 years.

The Chair welcomed Andy to the role. Andy has made a strong contribution around the Club, particularly with maintenance tasks, over the past 12 months since joining the Committee.

#### **Treasurer**

The Chair declared, there being no other nominations, Dedrie Green re-elected unopposed as Treasurer.

#### **Secretary**

The Chair declared, there being no other nominations, Madeline Penny re-elected as Secretary.

### **ELECTIONS – Ordinary Committee**

The Chair advised that in accordance with Rule 51(1) the annual general meeting may by resolution decide the number of ordinary Committee members it wishes to hold office for the next year. The Chair recommended that the number of ordinary members of the Committee be eight making a total of twelve members on the Committee.

Moved that the number of ordinary committee members for 2022/2023 be eight members.

Peter Robinson/Kris Peach

#### **Ordinary Committee**

The Chair advised that there were four returning general committee members: Kelly Cooper, Leona Dowman, Arian Madani and Andrew Simpson. There are four general committee members stepping down: Elaine Cooper, Kris Peach, and Peter Scott. In addition, there are four proposed new general committee members: Richard Abbey, Daniel Jacobs, Jake Nelson, and Jason Yuan.

The Chair declared, there being no other nominations, Kelly Cooper, Andrew Simpson, Leona Dowman, Arian Madani, Richard Abbey, Daniel Jacobs, Jake Nelson, and Jason Yuan, be elected unopposed.

Neil Pearce / Arian Madani

The Chair thanked Elaine Cooper for her long service and all the behind-the-scenes tasks she does around the Club as well as her work leading the social committee. Elaine is happy to continue to support the Club.

The Chair thanked Peter Scott for his work in ensuring the Club has a regular supply of tennis balls and his work with night competition teams. Peter will continue a number of these tasks.

The Chair thanked Kris Peach for agreeing to be part of the committee over the past couple of years. Kris has provided mentorship around the developed of the strategic plan, risk register and other governance initiatives and is happy to continue to provide input in these areas.

The Chair noted that the Club also has sub-committees: Membership (chaired by Leona Dowman), Maintenance (chaired by Andy Pang and Andrew Simpson), Competition (chaired by Nadine Maloney) and Social (chaired by Arian Madani)

## **OTHER BUSINESS, QUESTIONS AND COMMENTS**

(a) Sandra Beanham asked:

- If the Club could look at having additional brooms around the courts.
- How the Club can address the challenge of having hoses on the ground between the courts. Nadine noted that the Club has tried solutions to fix the hoses to the poles which was not successful and that we are challenged by the space around the courts. A solution at the back of the court would require the courts to be dug up to have water at the back of the courts. Peter Robinson suggested that there is a limited risk and has not seen issues with members. Jeanette Clough asked if the Club had considered retractable hose reels, but it was noted that these are sizeable and may therefore not be suitable.
- If the Committee can consider replacing the dishwasher and oven as they are both challenging to use as well as looking at the cutlery and crockery. The Chair noted that the microwave has been replaced and the Committee will consider replacement of additional appliances and utensils.
- The Club consider exploring an online payment system. The Chair noted that the Committee is exploring this.
- The Club consider a court camera to assess if the courts are playable or not. The Chair noted the Club will investigate this.

(b) James Green asked if the Committee could consider how to address that puddles are forming on the courts when being watered. Peter Robinson noted that the heavy rain over the winter which contributes

to that. David Sartori noted that 3 of the courts are slowly being re-built which may be contributing to this.

- (c) Tamara Jungwirth noted that one of the benches on Court 7 has been moved and could it be replaced. The Chair noted this will be investigated.
- (d) Peter Robinson noted that on a Wednesday morning there is often recycling in the general waste bin as the recycling is full and that it could be considered to have larger recycling bins in the Clubhouse. Janet Wainwright suggested that the bins be different colours. The Chair noted this will be considered.
- (e) Birute Don suggested the Club have a long-term maintenance place to manage costs of replacing different items around the Club. The Chair noted that the Committee is operating on a 5-year maintenance and has yearly plans to check items. The Council recently inspected the roof, and it would need replacing to support solar panels which might provide an opportunity to address multiple aspects including insulation and the ceiling fans. Andrew Simpson outlined that the COVID lockdowns impacted the ability to undertake maintenance, but regular reviews are now underway. Anna Bolger asked if the roof work would be funded by the council. The Chair said this was still being explored.

Demetra Giannakopoulos thanked the committee and sub-committees for their work and noted feedback from opposition players yesterday that it is a beautiful Club.

Anna Bolger noted another Club she visited had a ball vending machine. The Chair noted we have explored this and had conversations with a provider earlier in the year but there were a few challenges. The Club will continue to explore options.

Neil Pearce asked if the Club had considered if there were more permanent and visible hooks for the drag mats. The Chair noted there is a mix of people who use the hooks and those that don't. Janet Wainwright noted that Kooyong uses hooks and the Chair said this would be looked at.

John Clowes noted it is good to have so many new members joining and asked if the Club had considered a maximum number of members. The Chair noted that it is a conversation the Club has started to have, and it will need to be considered if we continue to have strong membership numbers.

David Sartori noted he was happy to stand off the committee because he feels that the committee is in a strong position.

The Chair thanked those present for attending.

The Chair declared the meeting closed at 6.05 pm.

**HAWTHORN TENNIS CLUB INCORPORATED STATEMENT OF**  
**CASH RECEIPTS AND PAYMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2022**

**ACCOUNTING POLICY**

The accounts have been prepared on a cash basis recording only transactions processed through the bank account.

Exception to this is un-presented cheques where these have been adjusted.

Net balances are shown where appropriate.

These accounts have been audited.

	<u>Notes</u>	<u>2021/22</u>	<u>2020/21</u>
		\$	\$
Bank Balance at beginning of year		45,492	35,325
<b>CASH RECEIPTS</b>			
Annual subscriptions		53,912	43,320
Night fees		11,468	7,646
Team fees		1,585	870
Courts & clubhouse hire & coaching fee		10,493	2,771
Investments (ANZ Bank) interest		26	27
Club championships		786	-
Grants		4,000	8,483
Balls		450	456
Miscellaneous		80	41
		<b>82,800</b>	<b>63,614</b>
<b>CASH PAYMENTS</b>			
Clubhouse, banking & administration	2*	15,034	14,851
Courts & surrounds	3*	9,122	21,716
Competition & social tennis	4*	6,690	9,740
Social functions and activities		306	-
Water management system	5*	4,904	2,607
Electricity		3,527	4,533
Local council rent		113	-
Outdoor and indoor furniture		1,431	-
Miscellaneous		343	-
		<b>41,470</b>	<b>53,447</b>
<b>SURPLUS</b>		<b>41,330</b>	<b>10,167</b>
Bank Balance at end of year	1*	<b>86,822</b>	<b>45,492</b>

**Notes**

<b>1*.</b>	<b>BANK BALANCES</b>		
		Cash at bank	49,629 8,110
		At call deposit	36,493 36,467
		Cash on hand	700 915
			<hr/>
			<b>86,822 45,492</b>
<b>2*.</b>	<b>CLUBHOUSE, BANKING AND ADMINISTRATION</b>		
		Cleaning	9,724 10,175
		Insurance	3,674 3,452
		Printing & stationery	32 288
		Banking fees	165 240
		Gas	- -
		Clubhouse consumables & miscellaneous	164 78
		Post box hire & postage	144 136
		Honour board, trophies & signage	440 -
		Clubhouse maintenance/locks	404 238
		Consumer Affairs	287 244
		Website	- -
			<hr/>
			<b>15,034 14,851</b>
<b>3*.</b>	<b>COURTS AND SURROUNDS</b>		
		Lights	897 4,654
		Richards - court top dress/ new lines	979 8,323
		Maintenance courts & surrounds	3,835 6,869
		Gardener	1,430 1,870
		Court gate springs	64 -
		Fences/ nets/mats	1,917 -
			<hr/>
			<b>9,122 21,716</b>
<b>4*.</b>	<b>COMPETITION AND SOCIAL TENNIS</b>		
		Tennis Victoria affiliation	1,740 2,889
		Balls	2,880 5,066
		Bayside/ERTA/EDWTA/BDNTA team fees	1,045 1,310
		Tennis Victoria pennant team fees	625 475
		Fines	70 -
		Social Tennis	400 -
			<hr/>
			<b>6,690 9,740</b>
<b>5*.</b>	<b>WATER MANAGEMENT SYSTEM</b>		
		Water usage & rates	4,904 2,021
		Sprinkler repairs	- 586
			<hr/>
			<b>4,904 2,607</b>