MINUTES FOR EXECUTIVE COMMITTEE MEETINGS

HELD ON MONDAY 3rd APRIL 2017 AT MITCHELL PARK

6.45pm

(Members: Tony Gambitsis, Dru Reid, Ross Bisley, Jan Milne, Craig Eves, Jim Canning

**Apologies: Jimmy**

**Minutes of previous committee meeting having being circulated earlier, to be taken as read.**

**Approved minutes of February Tony/Dru**

**Matters Arising**. Matters arising to be considered within the body of the meeting.

**Correspondence:**

**Inward**: Meeting Notes from March 21st 2017 with Trustees, Matt Reid, 2 tennis Reps and 2 squash reps

Insurance quote

Letter from squash in response to Tennis legal opinion

**Outward**: HVT Audit is booked for the 6th June

**Current building repairs update:**

Facilities manager report – Shane Jackson

**Squash work status**

Invoice for Floor repair discussed - squash committee not in full agreement with amount in minutes. Squash have agreed to $2500.

**Electrical work for Oven and lights and hot water to go onto this years expenses.**

**Finance:** Ross

* Confirmed payments of $24 432.20 for March Ross/Tony
* **Balances of accounts March**

Exec Account 33,731.89

Interest 14.82

Transfer from cheque 20,000.00

Transfer to Cheque Account 0.00

Balance 53,748.51

* Cheque account 14, 831.89
* Approve Terms of Engagement for the Auditor - Auditor fees raised to $3500 – Xero and last year’s audit. Tony to check with Auditor if consolidation of accounts is required and get back to committee by the end of the week.
* Draft budget presented and agreed to in principle subject to some adjustments for insurances

**Future plans**

Meeting proposed after 23rd May to discuss an Agreement in Principle

**Commentary:** Other items

MINUTES FOR MANAGEMENT COMMITTEE MEETINGS

HELD ON MONDAY 3rd APRIL 2017 AT MITCHELL PARK

7.30pm

(Members: Trevor Dine, Anna Brownlie, Craig Eves, Dave Yorston , Eddy Kane, Toni Kane, Jan Milne, Ross Bisley, Brenda Hood, Kim Massam)

**Apologies: Eddy/Toni Kim**

**Approved minutes of February Dave/Brenda**

**Minutes of previous committee meeting having being circulated earlier, to be taken as read.**

**Matters Arising**. Matters arising to be considered within the body of the meeting.

**Correspondence:**

**Inward**:

* Meeting Notes from March 21st 2017 with Trustees, Matt Reid, 2 tennis Reps and 2 squash reps
* Flo Perret – Hexangular results 1st Taranaki, 2nd Wellington and 3rd Hutt Valley.
* Jamie Tong – TNZ Strategy development session - invitation for 1st April to attend session in Akl

**Outwards:**

* HVT Audit is booked for the 6th June

**Reports:**

**Complex Manager:** Shane

* Written Report

**Strategic Issues**

* Skype Tim Shannahan at 8 pm by Skype – cancelled
* Try and gain agreement in Principle and Constitution with clubs position we are taking.
* Contract with Thump Sports is being discussed – Thump Sport to consider any adjustments they require.
* Fundraising for the Building - Approximately 300K is needed.
* Marc Paulik offered to provide a coaching the coaches program fro clubs.

**Finance:** Ross

* Confirmed payments for March of $ 6335.25 Ross/Brenda
* **Balances of accounts March**
* Tennis 35,133.88   
  Court Replacement 215,851.23
* Executive 53,746.51
* Development Levy 119,174.07
* Restructure reserve 77,919.85
* Tournaments 267.10
* Draft Budget for 2017-18 presented with deficit – contains depreciation for new courts
* Approved terms of engagement of the auditor – 13th April Brenda to sign the letter

**Fundraising:** Kim

Grant applications filed this month

**Mitchell Park Development & Maintenance:**

Maintenance and Development – See Facilities Operator report

**Junior:** Anna – Junior prize giving and fun tournament arranged for Sunday

**Senior:** Trevor – Prize giving and fun tournament arranged for Saturday

**Midweek:** Brenda

**Premier:**

**President:** Jan - no report

**Calendar:** Any updates?

**Tennis Central/Tennis NZ:**

**Other Business**