MINUTES FOR EXECUTIVE COMMITTEE MEETINGS

HELD ON MONDAY 13th FEBRUARY 2017 AT MITCHELL PARK

6.45pm

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

**Apologies:**

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

**Approved minutes of December Dru /Jan**

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

Fundraising booklet provided to tennis from squash.

**Correspondence:**

**Inward**: HCC – David Bassett has be appointed as a Mitchell Park Trustee once again

**Outward**:

HVT Letter to Mitchell Park Trustees requesting meeting with MPS and HCC for Agreement in Principle

**Current building repairs update:**

Facilities manager report – Shane Jackson

Earthquake damage report provided showing structure Ok

Require a quote to fix crack to squash court wall

**Squash work status**

Dru provided Jan with the FPS Fundraising Book to copy and return.

**Finance:** Ross

* Approval of Accounts for November, December, January
* Brenda to invoice squash for fix to damaged floorboards
* Jan to contact Auditor and check pricing. MPS reps to support smooth preparation of accounts by the MPS Treasurer.
* Bill Werry to send copy of MPS AGM Minutes to HVT
* Confirmed payments
* Confirmed payments of $12, 254.46 for November Tony/Jimmy
* Confirmed payments of $9, 445.73 for December Jan/Dru
* Confirmed payments of $4, 447.34 for January Tony/Jimmy
* **Balances of accounts November December January**

Exec Account 33,685.99 33,702.60 33,712.30

Interest 16.81 9.70 10.34

Transfer from cheque 0.00 0.00 0.00

Transfer to Cheque Account 0.00 0.00 0.00

Balance 33,702.60 33,712.30 33,722.64

Cheque account 28,726.60 27,467.24 25,983.25

**Future plans**

Letter provided during the meeting by Dru: Agreement in Principle and funding can’t be agreed to by squash committee to be voted on at a general meeting of squash members.

Squash funds are declining with no definite date for departure provided.

Meeting with Sportsville on 19 February.

Tennis to put forward their views to squash committee meeting on 20 February.

**Commentary: Other items**

**Attachments**

MINUTES FOR MANAGEMENT COMMITTEE MEETINGS

HELD ON MONDAY 13th FEBRUARY 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:** Brenda

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

**Minutes approved Eddy/Dave**

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

**Correspondence:**

**Inward**:

Hexangular Tournament Information from TCR – Jason Kane to coordinate for HVT

HCC – David Bassett has be appointed as a Mitchell Park Trustee once again

Design of parking/outdoor integration with Mitchell Park for the downsized building from Cheryl Robilliard.

Invoice from tennis umpires association.

**Outwards:**

HVT Letter to Mitchell Park Trustees requesting meeting with MPS and HCC for Agreement in Principle

Senior Interclub Newsletter

Mike Mercer – New role, Mark Curr is the current contact with HCC

Please request copies of any of these if you would like them

**Reports:**

**Complex Manager:** Shane

* Written Report

**Strategic Issues**

* Skype Tim Shannahan at 8 pm by Skype – 5 minutes (Toni to connect t.shannahan).

Explained the Performance Coaching program for TCR. Club Spark club membership system looked at as a replacement for Promato is being assessed. TNZ CEO resigned – TNZ Strategic plan on hold

* Grant Funding for Architectural Fees is still to be sought. Jan to notify Rowbotham and Boyd of delay in contract by 2 further months.
* Parking Design for the new building – discussed and agreed on recommendations made for next iteration of the plan.
* Squash AGM – report on the AGM and intention to vote at SGM on whether funds are to be moved to FPS and or provided to HVT.
* Recap on plan for the year - funds, coaching and Game Development. Support for coaching funds into the clubs via HVT Grant applications
* Agreement in Principle - MPS advised today that they cannot commit to an Agreement. Discussion as to next steps for HVT and what to say to the MPS committee at their meeting on the 20th March.

**Finance:** Ross

* Confirmed payments of $22 375.48 for November Ross/Dave
* Confirmed payments of $38 234.79 for December Ross/ Kim
* Confirmed payments of $4599.37 for January Ross/Anna
* **Balances of accounts November December January**
* Tennis 5,100.91 35,103.24 35,114.01  
  Court Replacement 215,600.97 215,662.99 215,729.17
* Executive 33,702.60 33,712.30 33,722.64
* Development Levy 119,035.89 119,070.13 119,106.67
* Restructure reserve 68,809.21 7 7,851.89 77,875.78
* Tournaments 615.65 5,275.46 321.95
* Brenda has invoiced balance of interclub fees to clubs for Presidents Grade
* Audit – auditor meeting to be arranged
* UHTC asked about the counting of new members for affiliation fees. All new members before April 30th will be charged affiliation fees in the next financial year.
* Invoice from tennis umpires association for the Xmas tournament. Could pay for a volunteer to do the course. Agreed to put up fees for the tournament by $5. The participants, parents and tournament organisers appreciate a trained independent person to make rulings. Anna to notify Audrey of this.

**Fundraising:** Kim

Marc Paulik funding request declined – as they have received one this year

Game development position to also cover complex development

Signage and gate lock grant progressing with contact to clubs

**Mitchell Park Development & Maintenance:**

Maintenance and Development – See Facilities Operator report

Quote for weather proofing crack is to be sought by Shane

Quotes for replacement of courts 3 & 4 difficult to get because of having separate suppliers for each job. Proposed that separate jobs this be managed by project manager to move forward

**Junior:** Anna – April Tournament is the Hutt Valley Tennis Championships – Anna/Jan to contact Jacob Emery.

**Senior:** Trevor – Report provided

Interclub started. Scheduling issue on Waitangi Day has caused discontent as teams were inflexible over rescheduling matches. Trevor to resolve.

Fun Tournament planned for the 8th April.

**Midweek: No report**

**Premier:** No report

**President:** Jan

**Calendar:** No updates

**Tennis Central/Tennis NZ:** See skype call summary

**Other Business**