MINUTES FOR EXECUTIVE COMMITTEE MEETINGS

HELD ON MONDAY 6th MARCH 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**: Notice of meeting with Mitchell Park Trustees, HCC Councillors and Officer, MPS and HVT Committee members on 21st March 2017

**Outward**:

**Current building repairs update:**

Facilities manager report – Shane Jackson

Water heating and plumbing repair and quote approved

Quote for fixing of the crack in squash court exterior wall to be sought by Shane.

**Squash work status**

Special General Meeting will be postponed until further clarification of legal position by squash is established.

**Finance:** Ross

* Confirmed payments of $8 194.82 for February Ross/Tony
* **Balances of accounts February**

Exec Account 33,722.64

Interest 9.05

Transfer from cheque 0.00

Transfer to Cheque Account 0.00

Balance 33,731.69

Cheque account 22,951.69

* Brenda Hood to prepare the Financial Accounts this year.
* Draft budget to be prepared this year by Brenda– based on last year – any adjustments required to be discussed. Current budget on track this year.

**Future plans**

Sqaush to prepare a letter by the end of the week in response to tennis legal opinion letter.

Agenda and papers for the meeting with Mitchell Park Trustees, Councillors, Council Officers. Possible attendance by a Tennis Central Representative.

Meeting with council and trustees to try and resolve moving issues on 21 March - squash and tennis to add items to agenda they want to discuss.

**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:** Trevor, Kim, Anna

**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**:

* Letter from MPS - cannot commit to the Agreement in Principle drawn up by the HCC.
* Advice from lawyer re: Constitution
* Concern raised by LHTC re: use of courts by the Presidents Grade on Sunday Morning and invoicing.
* Invitation to be involved in the Schools Festival of Tennis – invited Wainui coaches - no response
* Jacob Emery – provided the entry form for the Hutt Valley Championships – approved by Trevor, Anna – on website.
* Notice of meeting with Mitchell Park Trustees, HCC Councillors and Officer, MPS and HVT Committee members on 21st March 2017

**Outwards:**

* HVT Letter to Mitchell Park Squash regarding the interpretation of the Constitution by lawyers. (Approval for the letter was by email by HVT Committee members and 1 by phone)
* Letter to Marc Paulik congratulating him on being Tennis NZ Performance Coach of the year.
* Letter sent to Andy Wheeler thanking him for his contribution to coaching at Mitchell Park over the past 5 years.

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

**Reports:**

**Complex Manager:** Shane

* Written Report
* Approved request by Tennis Academy to have use of tournament office when required for due to bad weather
* Quote for court 3 & 4 to be finalised – with centrally managed contract required

**Strategic Issues**

* Meeting MP Trustees, 2 City Councillors, HCC Officer, MPS Committee and HVT Committee moved from 13th to the 21st March at 5.30pm at Mitchell Park. What would you like on the agenda? Update to clubs. TCR Rep at the meeting.
* Review of performance in the Annual Plan postponed

**Finance:** Ross

* Confirmed payment $14, 440.02 for February Ross/Brenda
* **Balances of accounts February**
* Tennis 35,123.44   
  Court Replacement 215,787.09
* Executive 33,731.69
* Development Levy 119,138.66
* Restructure reserve 77,896.99
* Tournaments 267.02
* Approved Brenda Hood to prepare the Financial Accounts this year and be the key contact with the Auditor Toni/Dave
* Invoicing for presidents grade.discussed – for joint teams – the team captain to be invoiced and collect from members rather than club invoiced.
* Budget for next financial year to be worked on by Brenda and Ross

**Individual tennis seniors tournament 20 – 24 January –**

* Club interest sought for hosting. Should be no problem at this time of the year

**Fundraising:** Kim

Grant applications filed this month

Gate locks

Pelorus funding to be applied for architectural design

Lion Foundation apply for funding the Game development officer

**Mitchell Park Development & Maintenance:**

Maintenance and Development – See Facilities Operator report

**Junior:** Anna

**Senior:** Trevor – apologies sent

**Midweek:** Brenda – Tournament?

**Premier:** Last round this week

**President:** Jan - no report

**Calendar:** Any updates?

**Tennis Central/Tennis NZ:** Tim Shannahan

**Other Business**