

Esperance Tennis Club



Minutes - Committee Meeting Monday 15th May 2023 @ 6:00pm

Present: Holly Meiklejohn, Iain Robinson, Bastien Henrotin, Neville Welke, Kim Jones, Alysha Castelli, Shane Spengler, Stephen Pink and Joan Sortberg

Apologies: None

Minutes: Joan Sortberg

Meeting opened at 6.10pm

Minutes from the Committee Meeting on 19 September 2022 and 4th February 2023 were confirmed by Kim Jones and seconded by Alysha Castelli.

Agenda items

1. Membership price review and confirmation: All prices need to be confirmed to be passed at the AGM. Discuss best practice with Sun city for coaching of non-members.ⁱ

Round the table discussion on membership models and pricing. The following annual fees will be proposed for endorsement at the Annual General Meeting in August:

Basic Adult membership	\$120.00
Full Adult membership	\$350.00
Full Family membership	\$600.00
Junior membership*	\$ 80.00

*Junior membership includes two terms of pennants.

Any person who is coached is invoiced by Sun City Tennis Academy a court usage fee of \$15.00 per term and the club is sent this total amount at the end of each term.

2. Grant Applications: Adult net for indoor stadium (Sun Smart or CBH: Bastien), Indoor Court Hire (Shire Small Grants) & Lights (Southern Ports: Neville)

An adult size tennis net is required for the coaching sessions that take place in the old Indoor Stadium. Estimated price \$2000.00. Bastien will apply for a grant from CBH to cover the costs.

The Shire of Esperance is charging us \$35.00 per hour for hiring one tennis court from the time the key is collected which we are using during inclement weather. Due to the time required for setting up / taking down nets the club is having to hire for longer and therefore spend more money. We have requested that Bastien obtains a key allowing him to access the court to prepare for the lessons (and only being charged for court usage during lessons). As we are not having a permanent booking of the court, the Shire has rejected our request. We discussed if creating a permanent

booking once a week would be sufficient to obtain a permanent key. Kim Jones will follow up with the Shire. Alysha will draft our application for Shire Small Grants that are opening late July. We are hopeful that the grant will help cover some of the costs involved in hiring the indoor courts.

We are in the process of changing the court lights to the more energy reducing LED lights. For this to happen, two new light poles that are currently on Neville's farm need to be fitted. Two LED lights need to be moved and another four LED lights need to be purchased and installed. The estimated costs of the whole project are about \$15,000.00. Further details on the full project is required before officially applying for a grant with Southern Ports. Neville will collate this information and apply for the Southern Ports Grant.

Iain is going to look further into Club Night Light Program and funding opportunity through the Department of Local Government, Sport and Cultural Industries. The aim of the program is to aid community groups and local governments to develop sports floodlighting infrastructure. This may assist the club further with connecting night lights to our community 'book a court' system and the roof over court 7-9 project.

ACTIONABLE ITEMS: Alysha, Iain, Neville, Kim, Bastien

3. Rotary Club Funding opportunity

The Club would like to build a roof over courts 7, 8 and 9. It has to be around 10m high. We had a discussion on different types of roofs that may be suitable and what other tennis clubs are using. Alysha will send a letter to the Rotary Club to find out if they would be interested in supporting such a project. If we get a positive outcome, we will send a formal grant application with all details of the roofing. Shane will gather these details for the project to begin.

ACTIONABLE ITEMS: Shane, Alysha

4. President Handover: All handover documents will be in the office for the new president following the AGM.

Alysha is resigning as President of the club as she is going traveling with her family from June and onwards. Alysha has compiled a set of documents detailing all the tasks involved (including but not limited managing igloo locks, organising AGM, grant applications, general correspondence with stakeholders etc.). These tasks will eventually be taken over by the newly elected President with the help from Committee members. Hand over documents and USB in Secretary file until AGM date.

5. Set AGM Date: Agenda sent to members a month before. Advertise the AGM. 13 to make quorum.

The date of the Annual General Meeting is Friday 18 August at 6:00pm. It will be advertised by Joan a month before on Facebook, Instagram, whiteboard and website. All pricing agreed upon on the AGM will be updated on relevant platforms (Club Spark, Website, Social Media) by 1 September when the new membership year commences.

ACTIONABLE ITEMS: Joan

6. Treasurer's Report

A copy of the Treasurer's Report is attached.

7. General Business

Neville suggested a Busy Bee Day as the gates need sandblasting and a new cover of paint. We will organise a day in Term 4 when weather is becoming better.

Meeting concluded at 7:55pm.

i Since the meeting took place, the Committee has since agreed on a new pricing:

Full Junior*	\$80.00
Basic Adult	\$120.00
Full Adult	\$340.00
Family	\$550.00

*Junior membership includes two terms of pennants.

Any person who is coached is invoiced by Sun City Tennis Academy a court usage fee of \$15.00 per term and the Tennis Club is reimbursed the total amount at the end of each term.

This Pricing will be presented at the Annual General Meeting.

Profit and Loss

Esperance Tennis Club

For the 11 months ended 31 May
2023

Account Jul 2022-May 2023

Trading Income

Bar Sales	909.10	
Canteen Sales	2,308.48	
Coach court hire	172.73	
Court Hire	1,246.10	
Court Hire - Coach	1,257.34	
Court Hire - Stadium	(1,293.18)	
Grants/Sponsors	15,978.26	
Interest Income	227.19	
Membership Income	18,210.37	
Other Revenue	24,811.21	
Playing Fees - Friday Night	508.54	
Playing Fees - Monday PM	586.39	
Playing Fees - Oz Tennis	104.54	
Playing Fees - Saturday Social	461.05	
Playing Fees - Thursday Pennants	1,506.31	
Playing Fees - Tuesday Pennants	1,166.41	
Playing Fees - Wednesday AM	741.67	
Playing Fees - Wednesday PM	119.99	Total
Used Balls	266.36	5,194.90
Total Trading Income	69,288.86	

Cost of Sales

Bar Purchases	1,100.70
Total Cost of Sales	1,100.70

Gross Profit **68,188.16**

Operating Expenses

Administration Costs	2,517.31	
Affiliation Fees	1,675.00	
Ball Purchases	3,680.96	
Cleaning	4,437.04	
Consulting & Accounting	2,250.00	
Contract Services	1,818.19	
Food Purchases	1,602.81	
Freight & Courier	227.27	
General Expenses	952.95	
Insurance	3,647.48	
Licences	1,018.09	
Light, Power, Heating	1,393.55	
Printing & Stationery	13.64	
Prizes	760.91	
Rates	245.45	
Rent	100.00	
Repairs and Maintenance - Building	2,629.07	
Repairs and Maintenance - Equipment	317.86	
Repairs and Maintenance - Improvement	23,870.00	Sails, court cleaning, lights
Subscriptions	200.00	
Telephone & Internet/Website	272.72	
Travel - National	(466.84)	
Water	155.88	
Total Operating Expenses	53,319.34	

Net Profit **14,868.82**