MINUTES FOR EXECUTIVE COMMITTEE MEETINGS

HELD ON MONDAY 2nd NOVEMBER 2015 AT MITCHELL PARK

6.45pm

(Members: Tony Gambitsis, Dru Reid, Paul Barnett, Ross Bisley, Jan Milne, Craig Eves, Jan Milne

**Apologies:**

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

**Confirmed minutes of previous meeting Dru/Craig**

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

**Correspondence:**

Inward: Outward:

**Current building repairs update:**

Facilities manager report approved and work authorised– Shane Jackson

Tennis highlighted the car park beside Court 4 repair required - check with Shane on clearing leaves in car park to aid with drainage.

**Squash work status**

Meeting with Fraser Park committee to be held to discuss joint needs of the clubs.

Progress with repair of Sauna and damaged floorboards.-

Sauna repair has been made – quotes for floorboard to be made good provided – further quotes to be collected. Repair to sauna to be assessed after Christmas to see if leaks have been fixed before repair work can be started.

Tennis members asked that the floor be repaired so that it is restored to how it was previously while the Squash members were seeking a lower cost solution. More research to be done

**Finance:** Ross

* Approval of accounts
* Paul asked that the balance of both accounts be included in the finance report.
* It was noted that the power consumption was $600 lower while the Sauna was not in operation.

Confirmed payments of $10 696.10 for Month of October Tony/Drew

**Balances of accounts**

Exec Account 76,162.70

Interest 118.94

Transfer from cheque 0.00

Transfer to Cheque Account 0.00

Balance 76,281.64

Cheque account 625.57

Savings Account 76281.64

**Future plans**

Transition Committee – MP Trustees

**Commentary: Other items**

MINUTES FOR MANAGEMENT COMMITTEE MEETINGS

HELD ON MONDAY 2nd NOVEMBER 2015 AT MITCHELL PARK

7.30pm

MANAGEMENT COMMITTEE

(Members: Jackie Clarke, Trevor Dine, Anna Brownlie, Craig Eves, Dave Yorston , Eddy Kane, Toni Kane, Jan Milne, Ross Bisley)

**Apologies:** Jackie

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

**Confirmed minutes of previous meeting.** Anna/Craig

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

**Correspondence:**

**Inward**: Please request copies of any of these if you would like them

* Email informing committee of need for additional surface work on Crt 1 & 2 of approx. $10K and asking for support.
* Infinity - $8K received
* Email of support for preferred Option from Tennis Members of the Mitchell Park Trustees
* Tennis Central Invitation to Clubs and Associations to Forum on the 1st November.
* Notification of Hexangular event – HVT entered and to be organised by Julie Scott and Jason Kane.

**Outwards:** Please request copies of any of these if you would like them

* Email to Trustees for comment on Preferred Option for the Mitchell Park Complex.
* Email to Clubs for comment on Preferred Option for the Mitchell Park Complex.

**Reports:**

**Complex Manager:** Shane

* Written Report approved

Tennis are to provide squash options for making good the damage to floor caused by the sauna leak.. Action: to progress settlement with squash.

**Strategic Issues - See Presidents Report for background information**

* Steering Group:

Motion passed HVT endorses the preferred option for the Mitchell Park building as presented by the Steering Group and as supported by all clubs. This option will demolish the pro-shop/ upstairs tournament office/meeting room plus Squash Courts 1, 2 and 3. The remaining building will be strengthened and renovated as funds become available. Moved Anna/Dave

* Transition Committee – Trustees recommended that both MPS and Tennis research financial needs prior to the meeting with the MP Trustees.
* Upper Hutt Tennis Club Report by Dave Yorston. Core committee, 3 interclub teams, strategy being developed to launch the club and to strengthen the grass roots of the club when the courts are completed. Asked for rent holiday for 3 months from UHCC.
* Fundraising Grants Working Group meeting was held( Kim Massam, Hana Sylvester and Shane). Priorities for phase one were agreed (Rep shirts, club signage/access and courts 3 & 4 resurfacing). 18 local trusts were identified. Jan and Shane met with Tim Shannahan (TCR) to discuss fundraising for the complex upgrade.
* Coaching Academy update by Marc Paulic and Andy Wheeler – 3 page handout provided to the committee. Academy is progressing well. Numbers in under 10 age group very small, require more links with schools and clubs top facilitate younger players for coaching. HVT fundraising plan includes financial assistance for the HV Tennis Academy.
* Life membership discussed – to be developed further.
* Letter to Thump Sports to be sent.

**Finance:** Ross

* Confirmation of payments for October $ 40 796.73
* Tennis 78,645.55   
  Court Replacement 183,791.52   
  Executive 76,281.64   
  Development Levy 184,078.54   
  Tournaments 792.93

**Mitchell Park Development & Maintenance:**

Maintenance and Development - Facilities operator report

* Courts 1 and 2 update from Shane (Project Manager).
* Courts 3 and 4 fundraising to begin

**Junior:** Anna – written report provided.

* Successful intermediate tournament help with 80 entries.

**Senior:** Trevor

* Interclub

**Midweek:** No report

**Premier:** No report

**President:** Jan – No report this month as all matters are detailed in correspondence and attached reports to be discussed in the Strategic Area

**Calendar:** No new items for the calendat

**Tennis Central/Tennis NZ:**

* Meeting with Tim Shannahan (CEO of Tennis Central at Mitchell Park on 1st November) to gain assistance with developing a Fundraising Plan and to discuss the development (Crts 3 & 4, building, indoor facility. Made some good suggestions for sources of funding and ways of structuring organisation to increase chances of funding
* Tennis Central Forum on 1st November to be attended by Jan.

**Other business -** None