



Nelson Bays Tennis Association

Minutes of NBTA Executive Committee

7:00pm, 8th April 2024

Venue: Richmond Tennis Club

Present

Tony Jemmett	NBTA President (Chair)
Annette Bormolini	NBTA Vice President
Maria Howes	NBTA Regional Coordinator
Kate Robinson	NBTA Junior Coordinator
Jim O’Grady	NBTA Administrator

Apologies

Liz Ewins	NBTA Senior Coordinator
Claus Reichhardt	NBTA Finance Convenor

Guest

Paul Ashley	President Richmond Tennis Club
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Minutes

The minutes of the previous meeting held 11.03.2024 were approved as a true and correct record of proceedings. **Moved: AB Seconded: TJ Carried.**

Matters Arising

What	Who	Status
Tennis in schools funding - approach 141	MH	Waiting for outcome
Cash flow / Term deposit	JO	Done
Visit Motueka Tennis Club - MH updating club website	MH	WIP
Respond to JG re squad proposal	TJ	Done
NBTA Love Tennis format 2024 / contact TNZ	MH	Done
Membership return Wakefield & affiliation payment	JO	Invoice sent
Membership return Upper Moutere	JO	Done
Strategic Plan meeting	All	Ongoing
Website notice re minutes, agendas, etc	JO	Done

Correspondence

2023/2024 affiliation fee mop up sent to clubs

Returns received from Hope, Richmond, Stoke and Mapua

NBS bank statements received and reconciled

Correspondence from Clint Edmonds post delegates meeting re points he had raised

Canterbury Tennis Awards - nominations forwarded

TNZ seeking feedback on new framework proposals

NZ post re renewal of PO box fee \$280 per year

Emails from Scott McCashin - re behaviour at Talleys Tournament & interclub

Email from Wakefield parent re rescheduled junior interclub match

It was agreed that NBTA would maintain a register of all incoming and outgoing emails each month

Financial Report

The financial report to 31 March 2024 was circulated prior to the meeting.

Summary:	Income	\$3,105
	Cost of Sales	\$2,347
	Expenses	\$4,867
	Profit / (Loss)	(\$4,109)
	Cash Balance	\$53,436
	Term Deposits	\$60,738

Moved the financial reports to be accepted as a true and correct record: MH. Seconded: KR. Carried.

JO to contact Ash Calder re the outstanding Wakefield membership return and affiliation fee payment.

It was agreed NBTA would cancel the annual PO box rental of \$280. **Moved: AB. Seconded TJ. Carried.**

It was agreed that NBTA would subsidise the new branded jackets to the value of \$45 each. **Moved: KR. Seconded: AB. Carried**

Funding / Sponsorship.

Application made to 141 for Tennis in Schools funding \$9,254, Awaiting a decision.

Further funding applications to be made once the annual event calendar and budget had been confirmed.

General Business

Junior Convenor's Report – Kate Robinson

Regional Coordinator's Report – Maria Howes. Senior prizegiving May 9.

Senior Convenor Report – Working on lighting fee payments for 23/24 interclub

Meeting Schedule

12 February 2024 – strat plan	22 July 2024 AGM
19 February 2024	12 August 2024
11 March 2024 + Delegates	9 September 2024 + Delegates
8 April 2024	14 October 2024
13 May 2024 + Delegates	11 November 2024 + Delegates
10 June 2024	9 December 2024

Action List:

What	Who	When	Status
Tennis in schools funding - Waiting for response	MH	TBC	WIP
Review competitions between NBTA & Marlborough	LE	TBC	WIP
Motueka Tennis Club website & follow up	MH	Ongoing	WIP
NBTA Love Tennis format 2024 cancelled - Advise clubs as well as cloning date for registrations	MH	ASAP	Done
Membership return Wakefield - contact Ash Calder	JO	ASAP	Done
TNZ new framework feedback	All	ASAP	WIP
Strategic Plan development & club survey	All	ASAP	WIP
Cancel PO Box	JO	ASAP	Done
Add email register to NBTA correspondence	JO	13.5.24	???



Strategic Plan

MH & JO have progressed the draft plan ready for further committee input. A meeting of the committee to be held April 29 to finalise the draft which would then be sent to clubs for comment and feedback.

Motueka Visit

MH has organised an update for the club website and will follow up with templates and policies where required. JO has sent through a coaching contract template.

Love Tennis

Registrations for Love Tennis in 2024 close 21st April and some clubs have already signed up. It was felt that it was too late to put forward an NBTA alternative and that clubs could make their own decision to participate or not. NBTA is committed to those clubs that do sign up for Love Tennis this year and must pay the TNZ fee for each club.

Club Feedback

It was agreed NBTA would seek feedback on the direction and performance of NBTA when the draft strategic plan was sent out for consultation.

Other Business

NBTA & RTC had received emails from Scott McCashin regarding alledged incidents that had occurred recently. Paul Ashley, President of the Richmond Tennis Club attended the NBTA meeting to discuss how these complaints would be handled.

It was agreed that as these complaints were made during an NBTA event, NBTA would handle the response. They were not RTC issues. It was agreed TJ would seek clarification from Scott McCashin if these issues were formal complaints.

Meeting Closed: 8:58pm

Confirmed as a true and correct record of proceedings.

Tony Jemmett
Name:

Date: *13/05/24*

(Chairperson)

Mara Howe
Name:

Date: *13th May 2024*

(Management Committee)