

## Principal Sponsor

### **Minutes of the Annual General Meeting of the Nelson Bays Tennis Association Inc held on Monday 12<sup>th</sup> July 2021 at Richmond Tennis Club**

<b>Present</b>	Glen Johnson	President + Tahunanui Tennis Club
	Muriel Ronen	NBTA Regional Coordinator
	Trish Wehner	Senior Convenor + Richmond Tennis Club
	Kate Robinson	NBTA Junior Convenor + Hope Tennis Club
	Robyn Sheves	NBTA Administrator + Nelson Lawn Tennis Club
	Mike Spencer	Hope Tennis Club
	Tim Raateland	Nelson Lawn Tennis Club
	Koro Awarangi	Stoke Tennis Club
	Jonas Asmussen	Tahunanui Tennis Club

Meeting opened at 7.02pm

#### **1.0 Apologies**

Lee Fleming (Financial Convenor), Annette Bormolini (Vice President), Bridget Miller (Māpua Tennis Club)

Tim Raateland moved the apologies be accepted. Trish Wehner seconded. Motion carried.

#### **2.0 Minutes of Previous Annual General Meeting of 12<sup>th</sup> July 2020**

Matters Arising: no matters raised.

Mike Spencer moved the minutes of the previous Annual General Meeting be accepted as a true and accurate record and be adopted. Glen Johnson seconded. Motion carried.

#### **3.0 Adoption of Accounts and Financial report**

Glen Johnson presented the end of year audited financial accounts.

Glen reflected on another good year financially, with figures closely in line with the budget.

Kate Robinson moved that last year's financial accounts be accepted and adopted. Glen Johnson seconded. Motion carried.

#### **4.0 Executive Committee Report**

President's 2020/21 report read by Glen Johnson (attached).  
Another year of supporting the clubs. Juniors and schools have been targeted again.  
Weather has been a big issue over the last year.

There have been significant changes with personnel over the last year. Ali has moved on to a role in Tennis New Zealand. Muriel Ronen has been appointed to the role of regional coordinator. Robyn Sheves is the new administrator and Kate Robinson is the new junior

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coordinator. Annette Bormolini has agreed to take on the role of Vice President; taking over from Liz Ewins who resigned earlier this year. Glen thanked all the committee, delegates and volunteers for their commitment to tennis in the region over the last year.

Glen Johnson moved that the President's report be accepted. Koro Awarangi seconded. Motion carried.

Tennis Co-ordinator 2020/2021 report (also including Junior convener comments) read by Muriel Ronen (attached).

Muriel has been in post for the second half of the year. The focus of the coordinator role remains to run events and programmes and supporting our clubs and the tennis community. Muriel thanked our sponsors for the role they play in supporting tennis in our community and provided a summary of the events, programmes and meetings held throughout the last year.

Muriel Ronen moved the report be accepted and adopted. Glen Johnson seconded. Motion carried.

2021/2022 budget – This is a working document with not much variation from the previous year's budget. It was discussed and agreed that the budget does not need to be reviewed and approved as part of the AGM going forward.

## 5.0 Appointment of Executive Committee

- (i) President – Glen Johnson, Tahunanui Tennis Club, nominated by Tim Raateland, Nelson Lawn Tennis Club, seconded by Trish Wehner, Tahunanui Tennis Club.
- (ii) Vice President – Annette Bormolini, nominated by Kate Robinson, seconded by Glen Johnson.
- (iii) Finance Convener – Lee Fleming, Nelson Lawns Tennis Club, nominated by Muriel Ronen, seconded by Glen Robinson  
Senior Convener – Trish Wehner, Richmond Tennis Club, nominated by Glen Johnson, seconded by Mike Spencer, Hope Tennis Club.
- (iv) Administrator – Robyn Sheves, independent contractor, nominated by Trish Wehner, seconded by Muriel Ronen.
- (v) Junior Convener – Kate Robinson, nominated by Muriel Ronen, seconded by Trish Wehner.
- (vi) Robyn Sheves nominated David Sheriff be appointed as Accountant subject to his approval and a quote for services, and Nelson Marlborough Auditors be appointed Auditor. Seconded Glen Johnson.

Glen Johnson moved to accept all nominations. Tim Raateland, President Nelson Lawn Tennis Club seconded. Motion carried.

## 6.0 General Business

- a) **Affiliation fees 2021/2022** (Proposed Affiliation & Team Fees- 2021/22 attached)
  - Affiliation fees were last increased in 2014. There will be no increase for social juniors or for the 7 and under age category. Over 65 fees will increase by \$5, 18-64 competitive players will increase by \$10, 18-64 social players

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will increase by \$5 and junior interclub players affiliation fee will increase by \$10

- Discussion around what clubs are proposing to do this year to address the increases

Glen Johnson moved to accept the affiliation and team fee increases; Robyn Sheves seconded. Motion carried.

## 7.0 Other Business

None

AGM closed at 7.41pm.

## Monthly Meeting following the AGM

**Volunteer Nelson – Gordon Oldfield & Jane Solly** (admin@volunteernelson.org.nz)

NZ is a very generous society. NZ is normally in the top 5 of the World Giving Index. Approx 1 million people involved in volunteering in NZ, equating to \$4billion.

There is now a trend which sees a fall in volunteer hours. Census info suggests a drop of 42%. Population increase has meant the volunteer sector hasn't collapsed.

Volunteers now require more flexibility than ever before. This means people are reluctant to commit to regular volunteering. Organisations need to adapt around that flexibility.

Micro-volunteering is a new approach – wikipedia is a good example. Volunteers just do the work when they can (i.e., no time pressures).

Digital volunteers – when people want to work online and not come into an organisation.

Social component of volunteering is still very strong. Volunteers get a lot back from the organisations that they volunteer with.

If the volunteer experience is structured, the more likely people are to continue volunteering.

The 4R's are key: Recruitment, Retention, Recognition, Reward.

Volunteer Nelson can help match volunteers to organisations.

Jane talked about 5 ways that Volunteer Nelson can help:

- Be Collective –one stop shop IT platform for organisations using volunteers. Advertise, recruit and manage volunteers through this system. It also offers the ability to form partnerships with other clubs and organisations. Completely free for clubs to use.
- Help with promotion and advertising of events and fundraisers
- One a month host a community and whānau meeting
- Administer free workshops to strengthen community governance

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- Administer Found Directory
- Best practice – support in getting the best out of volunteers. Volunteer NZ is a good place to go for a whole range of toolkits to support volunteers. <https://www.volunteeringnz.org.nz/>

All tools and information can be accessed via the Volunteer Nelson website.  
<https://www.volunteernelson.org.nz/>

Glen thanked Jane and Gordon for attending our meeting.

Koro Awarangi from Stoke Tennis Club presented on volunteering at Stoke Tennis Club.

Koro has been president for 3 years. The club reopened in 2019 after the rebuild. Committee members had been on board on average for 8 years. Age group for those volunteers was 48.

In the third year of Koro's presidency, the club employed an administrator and the average age of the committee is now 42. Koro is not keen on the name "committee" and prefers to call the key people running the club a "work group".

The team made the decision to cut a lot of the things that a club would normally do, because they didn't have a large work committee.

Koro makes a point of going down to meet all new members and introducing them to other members.

They have held a couple of social events and club champs for the first time in many years.

As mentioned above, the club has a paid administrator. They created a job profile. The role includes, accounts, correspondence, newsletters, minutes. The administrator typically works between 10 & 15 hours a month. \$30 (or thereabouts) per hour. Koro says this paid position is working very well indeed.

The club has set a best practice for governance. Good ethical behaviour, always acting in the best interest of the club, recognise and acknowledge your volunteers. Transparency, accountability and enjoyment create a healthy club environment. Succession planning is vital.

The club don't have many juniors and they are the life blood of the club, so that is a big focus for the club going forward.

Thank you Koro for giving us an insight into how things are run at Stoke Tennis Club.

## **Minutes**

Minutes of the previous meeting were approved/seconded by:

Trish Wehner / Glen Johnson

## **Matters Arising**

- Policy review – deferred until next meeting

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**Correspondence IN**

- Bank Statements

**Correspondence OUT**

- None

**Financial Report (attached) – Glen Johnson on behalf of Lee Fleming**

Taken as read.

Glen Johnson/ Kate Robinson

**Funding | Grant Applications | Accountability Reporting | Resolutions**

**Resolution:** “That NBTA apply to Sport Tasman (Tū Manawa) for funds to support 2 new community tennis initiatives - \$9000.”

It was agreed that more information is required on this programme prior to supporting a resolution for funds.

**General Business**

**Tennis Coordinators Report (attached) – Muriel Ronen**

- Taken as read
- Community coaching session planned for Sat 4<sup>th</sup> September. This should link in to proposed TIS programmes so that we have volunteers to run the kids’ sessions back in the clubs.

**Next Meeting**

Next meeting dates agreed for Monday 9<sup>th</sup> August (AGM).

**Meeting closed at 9.51pm.**

Confirmed:  
(Chairperson)

Date: .....

<b>NBTA Monthly Meeting Calendar 2020/2021</b>	
January - No meeting	9 <sup>th</sup> August 2021
8 <sup>th</sup> February 2021	13 <sup>th</sup> September 2021

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8 <sup>th</sup> March 2021	11 <sup>th</sup> October 2021
12 <sup>th</sup> April 2021 – joint meeting	8 <sup>th</sup> November 2021
10 <sup>th</sup> May 2021	13 <sup>th</sup> December 2021
14 <sup>th</sup> June 2021	
12 <sup>th</sup> July 2021 AGM – joint meeting	