



# **Principal Sponsor**

# **Nelson Bays Tennis Association**

Minutes of NBTA Executive Committee 7:00pm, 11th December 2023 Venue: Richmond Tennis Club

<u>Present</u> Annette Bormolini NBTA President

Maria Howes NBTA Regional Coordinator
Liz Ewins NBTA Senior Convenor
Jim O'Grady NBTA Administrator
Claus Reichhardt NBTA Finance Convenor

**Apologies** Kate Robinson NBTA Junior Coordinator

#### **Minutes**

The minutes of the previous meeting held 13.11.2023 were approved as a true and correct record of proceedings. **Moved: AB Seconded: LE Carried.** 

# **Matters Arising**

What	Who	When	Status
Funding application for tennis balls	JO		Declined
New NBTA logo / letterhead	АВ		WIP
President	All		WIP
Club contacts updated	JO		Done
Membership returns and invoices - 1 outstanding	JO		WIP
KIA / NBTA signage	JO		Done
Funding application to Rata Foundation	МН		WIP
Strategic Plan approval	All		WIP
Court bookings to RTC	MH / JO		Done





# **Correspondence**

IRD - GST return filed - refund of \$555.62 received

Mainland Foundation - partial accountability for salaries completed 11.12.2023 Annual membership returns sent to clubs. Only 1 return outstanding - Wakefield TC

TNZ Roadshow 28 February 2024 at NLTC

## **Financial Report**

The financial report to 30 November 2023 was circulated prior to the meeting.

Summary:	Income	\$11,255
	Cost of Sales	\$7,971
	Expenses	\$7,921
	Profit / (Loss)	(\$4,637)
	Cash Balance	\$30,411
	Term Deposits	\$60,738

TD 03-1354-0332576-44 transferred balance to non-profit a/c

TD 03-1354-0332576-41 (\$20,738) reinvested for 8 months @ 6% matures 30.7.24

Review cash position in January with a view to placing funds on TD

Creditors:

Z tennis \$425.50 Malcolm Shield

Tennis Canty Levies \$16,346.63 50% Dec 20 and 50% Feb 20

Debtors:

NBS Invoiced 3.12.23 \$11,500 sponsorship

Talleys paid \$6000 + GST 1.12.23 for Gold sponsorship for the 2023/2024 season

Moved: AB Seconded: CR Carried.

#### **Funding / Sponsorship**.

Application to the Rata foundation on hold as kia will be approached for tennis in schools Tasman Network - application successful \$2,098.75 for uniforms

#### **General Business**

Junior Convenor's Report – Kate Robinson (Circulated prior to the meeting)

Regional Coordinator's Report – Maria Howes (Circulated prior to the meeting)

Senior Convenor Report - Liz Ewins (No report)

#### **Logo**

KIA signage installed at RTC and a NBTA pull up banner has been delivered.

#### **President**

There has been no further progress on finding a president for NBTA. Committee to continue to seek expressions of interest from clubs.





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# **Venue Hire**

RTC has confirmed that it will not increase its venue hire costs for the 2023 / 2024 season. MH to advise all clubs that the NBTA rates for venue hire will remain unchanged this season.

#### **AOB**

Strategic plan - MH had circulated the draft to the committee for feedback and will send out an updated plan for further discussion. It was agreed that the NBTA committee would have a dedicated meeting 12 Feb 2024 to discuss the plan before it is sent to clubs.

# **Delegate Meetings**

It was agreed NBTA would host 4 delegate meetings each year and advise all clubs of the dates when these meetings would occur.

# **Meeting Schedule**

Next committee meeting 12 February 2024 - Strategic Plan Meeting

Confirmed as a true and correct record of proceedings.

19 February 2024 Committee Meeting

# Meeting Closed: 8:10pm

Name:	Date:
(Chairperson)	
Name:	Date:
(Management Committee)	





# **Action List:**

What	Who	When	Status
New NBTA logo / letterhead	АВ		WIP
President	All		WIP
NBTA venue hire rates - advise clubs	MH		WIP
Membership returns & invoices	JO		WIP
Funding application to Rata Foundation	МН		WIP
Strategic Plan meeting	All	12 Feb	WIP
Meeting Schedule	MH / JO		Done