

SUMNER TENNIS & SQUASH CLUB (Inc.)

ANNUAL GENERAL MEETING

Minutes of Annual General Meeting for the Year ended 30 November 2020

Date: Thursday 29 April, 2021 **Time:** 7:30 pm **Location:** Clubrooms

MINUTES

- Present: Glenn Seymour (President) and 22 others
- Apologies: Richard Stanton, Lynn O'Dell, Mike Barber, Anne-Marie Loughnan, Adam Hutchinson.
- Confirmation of 2020 AGM (YE 30/11/2020) Minutes: Moved Sara Wisbey, Seconded Gordon Coles, that the minutes be accepted as a true and correct record of the 2020 year AGM. Motion carried.
- Matters arising from 2019 Minutes:
No "matters arising" were raised for discussion.
- President's Report: presented by Glenn Seymour.

This is my first report to members of the Sumner Tennis and Squash Club since taking over the role of club President last year.

It is very pleasing to note that the club continues to be in very good heart and continues to attract new members following a surge in membership in the previous year. There are many new and younger faces around the club. Things are noticeably busier at most times, particularly during the Tiki Tournament and Club Champs that now attract around 50% more entrants than we did two years ago.

As Roger will cover shortly, the club is in great financial shape with sufficient financial resources to cover all planned expenditure as well as providing for future capital costs of court maintenance etc. This strong financial position allows us to invest in some things that make the club a better place such as no charge for juniors who join with their parents, covering the cost of balls for interclub, free entry to tournaments etc.

We have arranged a number of new events over the last year and plan to continue to offer a frequent range of events for members to participate in. In the last year we have established:

- A "Wimbledon" themed social Sunday afternoon tournament which was a great success. This year we will run a similar tournament with an Australian Open theme, on a Saturday afternoon this time (Sept 18th).
- A squash leagues which is well supported and is now into its second round.
- A table tennis club championship which attracted more than 30 entrants. We propose to run this again this year.

Squash club days and tennis club days are run every week throughout the year and are well supported by members looking to come and have a friendly hit. Table tennis club nights are about to restart next Thursday.

We are planning on arranging an under 30s tennis tournament to engage more with the younger members of the club and for them to get to know each other better. We also have an event coming up at Wilding Park on Sunday 16th May.

We are making progress on planned improvements to court lighting and this will be talked about in more detail later in this meeting.

We are also currently looking at completing new fencing along the western boundary and some landscaping improvements around court 3.

Looking further into the future, the committee will be meeting soon to review the club's Strategic Plan and to consider what our club will look like in three years' time and to determine what we need to be doing or putting in place in order to achieve that vision.

Before I get on to acknowledging the people that do a lot of work around this club to make it the great place that it is, I would like to note one concern from my first year as President.

When I took over from Phil last year, I commented that I wanted to focus on fun and a positive social environment with members being kind to each other. I am disappointed about the number of times in the last year when I have had to get involved in disputes between adult members of the club and the number of times that I and other committee members have had to deal with members failing to respect the facilities. We have a terrific club with plenty of tennis and squash activity and with a great friendly and social vibe. We are the envy of many members of other clubs. I would like to urge all members to be courteous and respectful of others at the club, and our facilities so that we can all enjoy our tennis and squash in a fun, safe and friendly environment.

On a positive note, we are well supported by numerous sponsors around the club. In particular, I would like to acknowledge the generous sponsorship from SBS Bank and Tiki Wines for some of our events.

The club is also fortunate to have a hard working committee responsible for keeping the club running smoothly and I would like to thank each member of the committee for their contribution.

Sara Wisbey – Sara has embraced the role of club Vice President and has been a great asset helping to run the club as well as welcoming and looking after new members and administering the access cards. Sara also helped to run last year's Tiki Tournament and managed the logistics of our Wimbledon event.

Kate Whithear - Kate does an excellent job of being the club's secretary. She has also overseen the Club Spark system, our social media and various other communications. She is very efficient in all this work and can be relied upon to get things done. Kate has also contributed to various events at the club such as Love Tennis.

Roger Armstrong – Roger has done an outstanding job of being the club's Treasurer. Roger not only does a very conscientious job of keeping the club's finances in order but is a wise head around the committee table who quickly gets to the nub of issues. Roger worked with Kate over

the last year to implement a much more efficient system of invoicing subscriptions which has cut the workload associated with this task substantially. Roger is resigning from his role at this meeting. I would like to thank him for his significant contribution over the last five years and for staying on a year longer than he originally intended in order to ensure a smooth transition from Phil to me.

Rich Stanton - our Tennis Club captain, has just completed running yet another successful club champs, with a record number of entrants this year. He has also overseen interclub tennis at the club. Rich has decided to resign from this role, so on behalf of the club I would like to thank him for his work over the last three years as club captain. Rich also oversaw the club rebuild project three years ago and will continue to assist with any building related issues that arise.

Di Brewer and her assistant **Rob Muir** – Our Squash club captains – They have helped to build a renewed enthusiasm for squash at the club. The new Wed night squash league has been a success and is now into a second round. Di and Rob are now working on building some interest in junior squash.

Glen Ratter has been an enthusiastic and conscientious help with court maintenance, keeping the tennis courts in good condition. Glen has also put a lot of time into the replacement of court 3 and 4 lights as well as the proposed new lights for courts 1 and 2. There is also the occasional unpleasant task of freeing up jams in our sewage pump which Glen willingly undertakes. Your input is really appreciated Glen.

Carla Kearney took on the role of junior tennis administrator about 18 months ago and has played a significant role in ensuring the smooth operation of junior activities at the club including junior interclub, junior club champs, our annual parent/child tournament and Love Tennis. Thanks Carla for your contributions to junior tennis at our club.

Chris Milne for his work on the maintenance activities around the club. Chris has a “can do” attitude and just gets on with any work that needs to be done.

Tim Hobbs. Tim has been bar manager for over 10 years and is legally responsible for the operation of the bar and ensuring that we operate within the rules of our licence. This job continues to grow every year as membership increases along with the desire to socialise after tennis and squash. Tim also runs the very popular SBS Tuesday night tennis competition aided by Roger Kay which he has also done for over 10 years.

Gordon Coles. Gordon joined the committee at last year’s AGM and is another with a “can do” approach to just getting on and getting things done around the club. Gordon is also a useful contributor to club management with an ability to get quickly to the core of an issue.

I would also like to acknowledge the large amount of work done at the club and value added by **Lynn O’Dell** and **Andrew Falck**. There is a lot of coaching activity occurring at the club and our coaches are responsible for nurturing the abilities of young and old and fostering their enthusiasm for tennis.

Outside of the committee we have many members who are willing to put their hand up to take on tasks, including individual tasks or overseeing a range of activities. By trying to mention everyone who contributes I run the risk of missing some who carry out their work quietly and under the radar, work that is possibly not noticed (until it isn’t done). Nevertheless, I must acknowledge the work of a few members:

Jo Tucker who looks after the clubhouse. Jo coordinates the cleaners and keeps us supplied with necessary day to day consumables, toilet paper, cleaning products etc. Jo also co-ordinates lost

property and has recently taken over the role of co-ordinating Saturday club days. Jo does a lot of work at this club and we appreciate that.

Nicola Tulett, with her assistant **Ren Cameron**. Nicola looks after the job of disposing of the many empty bottles, cans and cardboard boxes that this club generates and ensures that the bins are out for collection. Thanks Nicola (and Ren).

Ann Skelton and Karen Aitken and their team of gardening volunteers that keep the gardens and grounds looking tidy.

Mike Brewer who has now taken over the role of lawnmowing from the previous roster system and just does it all himself. Thanks Mike.

In conclusion, I am proud to be part of the team leading such a well-supported and active club. It's a club where members are enthusiastic about playing tennis, squash and now table tennis, and is very social. Thanks again to the committee and our team of volunteers who help make it such a great place. We are working to ensure that this carries on and that we continue to offer a range of tennis, squash and table tennis activities for members of all abilities.

- Club Captain's Reports

Tennis: Club Captains Report: submitted by Richard Stanton.

Firstly, apologies for not being present here tonight at the 2021 AGM as I am celebrating my daughters fifteenth birthday with friends and family this evening.

This past year has been another epic year of tennis for the club, with the influx of enthusiastic new members continuing as per the previous year, & way less Covid related interruptions.

It is great to see so many new faces enjoying these wonderful facilities & environment that I think are unique to this city.

With this increase in numbers, I think it goes without saying that we all need to play our part to maintain a certain level of order in regard to tidiness & decorum within the confines of the club to continue with the pleasant sense of value that this club is known for.

Saturday afternoon tennis has once again proved very popular through the summer & as per usual, it will continue through the winter undeterred by the cooler temperatures.

Corporate SBS tennis on the Tuesday evenings for the season were blessed with pretty solid weather throughout and continued with a high level of culinary expertise, socialising & of course, some great fun tennis also!

This year we had two senior interclub teams representing the mighty Sumner Tennis Club, the Men's Division 3 as per usual, and a new Women's team competing at the division 2 level. Both teams doing very well with the men coming second after the main round, then finishing first once the teams were split into top four / bottom five.

The women's team should have finished in first place but due to a clerical error in uploading the scores a day late, they were dropped to fourth which was unfortunate. But deep down, we know the real result!.....

I know the women's team are keen & possibly another men's team are expressing interest for the 21 / 22 season which is great news.

The club champs were another great success this year with a continuing increase in interest & participation.

A few statistics from the event include the following –

Player numbers up from 114 to 152, entries up from 120 to 163 & total matches up from 147 to 227.

The lead up to, and finals weekend were the busiest period that the club has experienced, so thanks for everyone in making this event such a huge success again by getting all the matches played on time & doing so in a sporting manner.

Congratulations also to all the winners in the five different events.

I am stepping down from my role as club captain, but wish my successor all the best moving forward. Thanks again – Richard Stanton

Junior Tennis Report: presented by Carla Kearney.

Interclub: Sumner had a total of 9 Junior Interclub teams starting the competition (two down from the previous year). Seven of those nine teams were in medal contention and we completed the season with one 1st and three 2nds. Congratulations to all the Interclub teams for doing so well.

Hotshots: Sumner runs a very popular Hotshots tennis programme for children aged 6+, we had 83 Hotshots players this year. Annie Tainui continues to coordinate and she did a great job scheduling session times and liaising with parents for a such a significant number of children.

Junior Club Champs: Junior Club Champs 2021 was held in March 2021. We had a great day on tournament day, with about 30 players participating in all six grades.

Parent & Child tournament: This very popular tournament was run successfully in December 2020.

Coaching: We are lucky to continue to have Lynn's coaching and support for all of our Junior activities. Lynn puts in a lot of her own time, she has major role in managing Interclub, she watches the kids at important games, she assists with and attends the Junior Club Champs and the Parent/Child tournament. We are really appreciative of all her unpaid time and effort.

Andrew Falck has also been a valuable coach to some of the children and Interclub teams in the past year.

We look forward to another great season later this year.

Squash: Club Captains Report: presented by Di Brewer.

Thank you to our squash tin sponsors – Blokhaus, Ferrymead Automotive and Cassel's Brewery. Please support our sponsors whenever you can.

Congratulations to our Club Champs winners:

Women's winner: Robyn Ellen

Men's winner: Duncan Milne

Summer Squash: For the first round over Sumner our women's team combined with Christchurch to make up a team and then with Football for the second round. We had two men's teams and these teams combined with Mount Pleasant. Congratulations to the Men's 4th division who won.

Treasurer's Report: presented by Roger Armstrong (Financial Reports attached).

The 2020 Financial Year was hurt to some degree by the COVID lockdown and flow on economic effects. We lost approximately \$10,000 in bar turnover (approximately \$5,500 profit) during the period the facilities were closed and we also suffered an unusually high number of resignations at the end of the invoicing period. (We have since had a significant number of new members join).

On the cost side, we invested about \$2,000 p.a. in using the Stripe credit card facility for membership sub payments. This saved the writing of something of the order of 400 invoices, the matching of payments to said invoices, and the associated upkeep of the accounting software contacts database. This probably amounts to around 100 hours a year saved so makes the treasurer's job a lot more manageable.

We also spent more than normal on gardening projects and the continued flow of small expenditure items as we tweaked the clubhouse got put inside cost categories such as maintenance or general rather than the previous year's "miscellaneous start up costs" which didn't seem an expense category that could be continued. Electricity costs were up probably mainly as a result of the end of the halcyon days of Flick's very low early rates.

We continue to spend more on supporting key events with food and in the beginners' coaching program.

The breakdown of our "cashflow generation" overleaf shows the effects of the aforementioned items in the decline in what is dubbed "profit of Core Rackets Activity".

The obvious point to make is that bar profit remains the most important part of our income statement, although it is "subsidised by the order of \$3,000 in eftpos, internet, carpet cleaning costs incurred by the "core club" in these numbers.

The margin for the bar stayed constant at 55% despite the stocking of more expensive products (Cassels and pink gin) but will probably drop this year to nearer 50% An increase in turnover should mean the bar will contribute a record amount in 2021 despite lower margins on better products.

We continue to have the odd spot audit of bar revenues over selected days and so far, the results have suggested that our members are as honest as we would hope. When being filmed anyway, visitor fees paid via Clubspark are well down on where we think they should be!

Even with the continued steady increase in many cost items it is likely the club – assuming it remains a busy social hub – will continue to generate of the order of \$70,000 in cashflow prior to capital expenditure items (and it is likely that we will spend about \$5-10k of this on small capital items each year, so we are really generating \$60k to spend on improvements and big maintenance/replacement projects). It is for this reason that for the fifth year in a row we haven't increased membership subs (and we have reduced costs to families over recent years).

As noted previously, we have a choice at the rate at which we depreciate assets. Most of said choices err on the conservative side, hence the large depreciation charge and reported loss for the year.

However, members should be aware that the workload on the committee continues to grow in line with membership and bar turnover. One possible outcome is that we establish a part time paid position to take over some of the administrative load. If this were to occur it would make finances tighter but probably still reasonably strong.

Cash Resources: The balance sheet at the end of November showed cash of \$187k (\$142K a year earlier) but, as noted last year, this is a peak amount before a large payment month in December for insurance, affiliation fees, coaching costs and GST.

As of today, we have financial resources post the replacement of the lights on courts 3 and 4 of about \$150k. We will likely hold this amount until the subs round in September. This is probably enough to finance all capital projects currently being imagined including the resurfacing of the courts which is theoretically due in 2-3 years time.

Questions arising from the Treasurers Report:

Dave B asked whether the cost of coaching is covered by the club. Roger explained that the club accepts payment on behalf of the coaches and Canterbury Tennis etc and then passes on this income. Because of timing we get the money in September and then give just over half out that financial year and the rest the following year. Approx we make \$30 per child but balls, larger teams etc often eat into this amount.

Craig asked about an option for a partner to come under a social membership so they don't have to sign in every time they come to the bar. Carla explained that it needs to comply with our license. Also, it was discussed that it is difficult to police who is a member and who isn't. It was of general consensus that a social membership would prove too difficult to comply with our license.

Roger K reminded everyone present to remind guests to sign in.

Duncan enquired as to the choice of depreciation rate. Roger explained how he depreciates each asset. He estimates the useful life of each asset but it effectively is more or less a guess.

Tim enquired as to why the electricity cost has doubled. Glenn S suggested some of this is due to the increased usage of the bar as well as the increase in the unit price of electricity.

Roger Armstrong presented the “reviewed” copy of the Club’s Financial Statement for the year ended 30 November 2020. Tim moved, Phil seconded, that the reviewed Statement of Accounts for the 2020 year be accepted. Motion carried.

- Report from Jo Tucker – Volunteer coordinator.

Jo is our Volunteer Co-ordinator or Cleaning Coordinator for the Club House. Jo liaises with the commercial cleaner we employ, writes their job description, buys the cleaning products, loo paper, schedules the carpet cleaner, cleans the oven, and occasionally cleans the outside windows! Jo is always keen to recruit more volunteers and there are plenty of jobs available.

Jo would like to thank:

- Glenn and the committee for all the work they do and the personal time they give to the club.
- Annemarie who launders the tea towels.
- Nicola & Ren who put out the rubbish bin each week and deal with the never-ending problem of Recycles.
- Nelson Glass who takes care of the BBQ.
- Ben Savill has been taking woosacks of flattened cardboard to Dyers Road.

Jo mentioned the numerous “anytime jobs” that she would appreciate help with. These include:

- Checking/emptying the dishwasher – the dirty/clean sign is not always accurate.
- Check on the state of the recycles bin and change it over.
- Have a quick tidy up in the club house as the commercial cleaners only come once a week.
- We now have a cordless vacuum cleaner for easy cleanup of the peanuts and chips that get dropped on the floor.

Jo asked for members to take more care of the carpet as it currently needs cleaning five times per year at \$200 a time.

Another important role at the club is the Saturday Club Day roster. Jo has 18 volunteers who make up the roster and she thanked those volunteers for making it a success.

- Election of Officers

The following Officers shall continue in office as there were no other members nominated to stand for their respective positions and they were all willing to continue their roles.

Patron	Julia and Keith Anderson
President	Glenn Seymour
Secretary	Kate Whithear
Squash Club Captain	Di Brewer
Junior Tennis Coordinator	Carla Kearney
Honorary Solicitor	Jessica Marshall

Elected Officers:

Treasurer:	Leighton to have a conversation with Roger as to what is required, hours involved etc. before making a decision.
Tennis Captain:	Glen Ratter. Nominated by Dave Boreham, seconded by Roger Kay. All in favour.
Committee	Gordon Coles, Tim Hobbs, Carla Kearney, Chris Milne, Robert Muir, Duncan Dunbar.

- Subscriptions:
Roger Armstrong advised that the committee was in favour of retaining existing subscriptions again for another year and to make the \$100 table tennis sub official.
- Carla objected to the \$100 table tennis subscription as she views it as unfair to other members who pay more. Craig T explained that currently table tennis players pay a visitor fee each week but officially they are only meant to do this 5 times and that the table tennis sub option is to allow these players to play more than 5 times. Craig also feels \$100 is too much and that it should be more like \$60.
- Craig would like to see an increase in subs. Gordon also suggested a small increase rather than a larger increase next year. Glenn explained why the Committee felt no need to increase this year but are planning on a small increase next year.
- Duncan enquired as to plans re court capacity with increased membership. Glenn explained that this is a priority for the strategic plan and whether we look at capping membership if members reach a certain number. He also added that lighting on courts 1 & 2 would add court capacity.
- Duncan also enquired regarding any plans for the land between the bar and the neighbours that is currently vacant. Roger explained that this is part of the strategic plan as to whether we build to increase member faculties or convert to a carpark.
- Craig would like to see this area levelled and tidied up.
- Sara moved we retain existing subscriptions and remove the table tennis sub option. This was seconded by Gordon, all were in favour, motion carried.

SPECIAL BUSINESS:

- Lights Update: Glen R updated those present on where the committee is up to regarding court lighting. Glen and Roger K have been working on a lighting plan that they believe is compliant with the CCC District Plan compliant activity. A copy of this plan is on noticeboard and this has also been given to the immediate neighbours. Glen R is working with Andrew L on an engineering plan for the poles and completing the final touches to ensure we are 100% compliant on courts 3 & 4.
- Glen R explained that our plan for lights on Court 1 & 2 is compliant and confirmed the poles will be 2 metres lower than those on courts 3 & 4 and have zero spill.

- Glenn S explained to those present that we have received correspondence from the neighbours regarding advising us that we need a Resource Consent but that the committee believes that we don't due to the plan being 100% compliant. He further explained that the committee has offered opportunities to meet with the neighbours but these haven't been taken up by them.
- Gordon asked what the expected timeframe is for the new lights to be installed on courts 1 & 2. Roger K explained that there is still more paperwork to work through. Roger further explained that although we are compliant that we are still committed to trying to work with the neighbours.
- The committee's aim is to have the new lights in place for October 2021.

The meeting closed at 8:51pm