



Kilbirnie Tennis Club Annual General Meeting Minutes 8 August 2021

Meeting held Sunday 8 August 2021 at Kilbirnie Tennis Club, Crawford Road, Kilbirnie.

Present Catherine Beard - Chair, Peter McArthur - Secretary, Adrian Macey, Catherine Carter, Diana Maunder, Fiona Malcolm, Graham Alderton, Guy de Villiers, Jane Kitchenman, John Lister, Josie Bullock, Lance McEldowney, Marcia Rew, Michelle McKibbin, Nick Bradley, Richard Braakhuis, Richard Xu, Sarah Wilson, Wendy Mackevics.

Apologies Sophie Ngo, Jessie Nash, Hiromi Morris, Kair Lippiatt, Bernard Whaanga.

Meeting times Commenced: 3:00pm. Closed: 5:05pm

Item	Discussion	Action
Meeting Quorum	A quorum (minimum of 10 people) was present for the AGM.	
Minutes of 2020 Annual General Meeting	Minutes of previous meeting were received. There were no matters arising from the 2020 minutes. Previous minutes confirmed unanimously.	
Presentation of Annual Reports	<p>Annual reports were tabled including 2020–21 Financial Statements. Catherine Beard highlighted some key achievements in the last year:</p> <ul style="list-style-type: none"> • Membership up 17% to 283 • Record membership - KTC now at its largest ever (according to records available since 1981) • KTC now biggest club in Wellington (by membership) and second biggest in Central Region (which stretches from Taranaki to Wairarapa) - first time in last 40 years • Strong financial result with overall surplus of \$14,349. • Massive number of entrants in senior and junior club championships - 112 entrants (86 different players) over 13 competitions - probably the largest ever • Two new tournaments this year - Indoor FAST4 (Mens singles, Womens singles, and Mixed doubles competitions), and Winter Singles Box League • Switched management system from Dolibar to ClubSpark (extensive work required to migrate data from old system to new system) • New website (usage more than double of that previous website) • New Health and Safety plan. The plan is on the website and everyone is encouraged to read it • New honours board established – many thanks to Richard Xu for funding this. <p>Catherine Carter complained that the reports did not talk about “club ambiance” and that she did not understand the graphs.</p> <p>Reports, including 2020–21 Financial Statements, were adopted unanimously.</p>	

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Membership Subscription Recommendations	<p>Membership subscriptions for 2021–22 year:</p> <ul style="list-style-type: none"> a) Full-year <i>Senior</i> subscription to be \$219. b) Full-year <i>Student</i> subscription to be \$199. c) Full-year <i>Junior 12-18</i> subscription to be \$125. d) Full-year <i>Junior <12</i> subscription to be \$100. e) Rebate for families with three or more members to be 15%. f) <i>Proportional reduction</i> to remain for <i>new members</i> joining after 31 October. g) <i>Affiliation fee</i> deduction to remain for members who have already paid their affiliation fee at another club. <p>Definitions:</p> <ul style="list-style-type: none"> • <i>Senior</i> means a person aged 19 years or older as at the 30 Apr 2022. • <i>Student</i> means a person studying full-time at a tertiary institution at the time of joining. • <i>Junior 12-18</i> means a person aged between 12 and 18 years inclusive as at the 30 Apr 2022. • <i>Junior <12</i> means a person aged 11 years or younger as at the 30 Apr 2022. • <i>New member</i> means a person who has not been a member of the club in the previous <u>year</u>. • <i>Proportional reduction</i> means month-wise reduction to the applicable full-year subscription, excluding the <i>affiliation fee</i>. • <i>Affiliation fee</i> means the component of the subscription that covers costs of affiliation with Tennis Central Region and in turn Tennis New Zealand, Oceania Tennis Federation, and the International Tennis Federation. <p>Catherine Carter objected to the fee increase and suggested the committee should organise fund-raising, increase junior fees, and offer discounts for pensioners such as herself.</p> <p>Acceptance of membership subscriptions. Moved Catherine Beard, seconded Peter McArthur. Carried.</p>	
Interclub Fee Recommendations	<p>Interclub fees for 2021–22 year.</p> <p>Senior interclub fees:</p> <ul style="list-style-type: none"> • One fee for both pre-Xmas and post-Xmas interclub seasons. Fee to be based on competition costs, balls costs, savings from grants, and number of interclub players. A standard fee will be used for all interclub players in each competition set (Technifibre, Midweek Women's, Midweek Mixed) to avoid individualised fees. • One fee for post-Xmas season for players starting interclub in post-Xmas season. Again a standard fee will be used. 	

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	<p>Junior interclub fees:</p> <ul style="list-style-type: none"> • \$25 for both pre-Xmas and post-Xmas interclub seasons. Increase of \$5. • \$15 for post-Xmas season only, for players starting interclub in post-Xmas season. Increase of \$5. <p>Partial refunds may be available for players who play pre-Xmas but who are not able to play post-Xmas, provided they provide notification before the registration close-off date of the post-Xmas season.</p> <p>Acceptance of interclub fees. Moved Catherine Beard, seconded Peter McArthur. Carried.</p>	
Election of Officers	<p>The outgoing officers are: President – Catherine Beard Secretary – Peter McArthur Treasurer – Nick Bradley Club Captain – Sarah Wilson</p> <p>Catherine Beard expressed appreciation for the work of all the officers over the last year and especially Nick and Sarah who were not standing again for the committee.</p> <p>Nominations for officers.</p> <p>President Catherine Beard. Nominated by Sarah Wilson, seconded by Peter McArthur.</p> <p>Secretary Peter McArthur, Nominated by Sarah Wilson, seconded by Richard Xu.</p> <p>Treasurer Sophie Ngo. Nominated by Sarah Wilson, seconded by Peter McArthur.</p> <p>Club Captain Jessie Nash. Nominated by Sarah Wilson, seconded by Peter McArthur.</p> <p>The officers were elected unopposed.</p>	
Election of Committee Members	<p>The outgoing committee members are: Guy de Villiers Richard Xu</p> <p>Catherine Beard expressed appreciation for the work of the committee members over the last year.</p> <p>Nominations for committee members.</p> <p>Richard Xu. Nominated by Sarah Wilson, seconded by Peter McArthur.</p> <p>Josie Bullock. Nominated by Wendy Mackevics, seconded by Marcia Rew.</p> <p>The committee members were elected unopposed.</p> <p>The new committee to continue to look for others to join the committee.</p>	New Comtte

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<p>Motion on Notice</p>	<p>Proposed constitution change</p> <p>Following strong support in the recent club survey for the proposal that there be no new Life memberships at Kilbirnie Tennis Club and that long and dedicated service be recognised through an honours board instead, the following motion was presented.</p> <p>That the Constitution of Kilbirnie Tennis Club be amended as follows:</p> <ul style="list-style-type: none"> • Section 4.3 be removed (Life membership may be conferred upon any member in recognition of special or distinguished service to the Club). • Section 4.4 be removed (Life members shall be elected at an Annual General Meeting by a three-fourths majority vote. Any two members of the Club may nominate a person for life membership by making a written submission to the Committee at least four weeks before the date of the Annual General Meeting. The Committee shall decide whether the nomination shall be submitted to the Annual General Meeting). • Section 4.5 be amended to read “No new Life memberships may be conferred upon any member. A person conferred a life membership under previous Constitutions is entitled to all rights and privileges of membership, without payment of an annual membership subscription. The Committee may award other honours to any member, provided the honours carry no financial benefit for that member, according to criteria and processes defined by the Committee.” <p>The committee proposed this to better secure the future financial sustainability of the club, avoid financially advantaging individual members to the detriment of the club as a whole (especially for those that have a potentially long active membership ahead of them), and to put an end to the repeated petitions to five of the last six committees that the same individuals be awarded life memberships.</p> <p>Josie Bullock objected to the proposal on a number of grounds including that she felt the survey was not valid.</p> <p>Motion: moved by Catherine Beard, seconded by Fiona Malcolm. Votes for 8, votes against 10. Motion lost.</p>	
<p>General Business</p>	<p>The following items were raised for the committee to consider:</p> <ul style="list-style-type: none"> • Josie Bullock wanted the parking restriction on the two roadside parks in front the club changed to restrict the 15 minute parking limit to a specified time period and outside that time frame there be no parking limit so that she (and possibly others) could use the parks. The President noted that this issue had been discussed at the previous AGM and did not get support, as the 15 minute time limit kept the parks relatively free for drop offs and pickups. • Catherine Carter requested that the financial year of 1May – 30Apr be changed. Nick Bradley noted that this was in line with the Tennis Central’s financial year and it allowed time for financial reports to be prepared for the AGM. • Catherine Carter stated that she did not agree with the committee’s decisions to install internet, WiFi, and a TV. 	<p>New Comtte</p>

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	<ul style="list-style-type: none"> • Diana Maunder stated that she disagreed strongly with the decision of the Committee two years ago to purchase and name trophies after Alan Hamilton (who bequeathed \$1000 to the club), stating that she did not think it was enough of a tribute. • Michelle McKibbin complained that clubroom lights had, on occasion, been left on over night. • Michelle McKibbin strongly objected to the Committee giving consideration to refurbishing the clubrooms. • Graham Alderton and Richard Braakhuis complained that the Committee was not doing enough on maintenance including net repairs, fence pole repairs, and repairs to the curled concrete nib adjacent to court 1. Peter McArthur noted that these were on the maintenance plan but had been delayed by unavailability of contractors and his own time limits. • Diana Maunder stated that she disagreed with the Committee's decision to contract a cleaner and that a committee member should prepare and manage a roster of club members to clean the club. • Diana Maunder and Michelle McKibbin complained that the Committee did not do enough to prevent thefts from the Honesty Box and wanted to know what the Committee was doing to resolve the issue. Sarah Wilson noted that the box is being cleared daily and Catherine Beard noted that there was a plan to put a hood over the box. • Jane Kitchenman complained that there was not enough recognition of the contributions of past life members. Catherine Beard noted she endeavours to recognise the contributions of all volunteers each year in her annual reports and that the club website includes information on life members where available. • Graham Alderton asked if the heavy metal grills over four windows in the clubhouse could be re-installed for security reasons. Peter McArthur noted that security contractors had advised that they had no security value (as thieves could break in via other windows) and that better solutions were available (such as lights and a security alarm) that did not restrict views. • Lance McEldowney asked if the gap under fence behind courts 4 & 5 could be fixed. Catherine Beard noted this was on the maintenance plan and part of the fence repairs. • Adrian Macey asked if the Pohutukawa trees on the road frontage could be trimmed. Catherine Beard said they had in fact been trimmed by arborists from the council last year. The Council arborists said it was best to not trim them too hard as they just grew back twice as thick. In addition, despite our requests, the Council was not willing to reduce their height by more than 15%. • Graham Alderton suggested that the committee consider changing the constitution to make affiliation fees mandatory for life members. 	
Next AGM	July/August 2022.	