



BEAUDESERT & DISTRICT TENNIS ASSOCIATION

ABN:97 780 907 205 PO Box 265 Beaudesert Qld 4285 beaudeserttennisassoc@outlook.com www.beaudeserttennis.com.au

- Meeting:** Beaudesert & District Tennis Association – November General Meeting MINUTES
- Date & Time:** Thursday 10th November 2022 @ 6:15pm
- Venue:** Beaudesert Tennis Club & Teams Online
- Attendance:** Darren Thorpe, Lauren Griffin, Rachel Payne, Lisa Quast, Sharyn Dent (Teams Online), Craig Bridges

Meeting Opened – 6:23pm

1. **Apologies:** Tim Fitzgerald
2. **For Approval:**
 - I. **Confirmation of minutes of previous General Meeting: 13/10/2022**

Moved: Lauren Griffin **Seconded:** Rachel Payne
 - II. **Finance Report:** October 2022 Reports.

Moved: Rachel Payne **Seconded:** Darren Thorpe
3. **Correspondence – beaudeserttennisassoc@outlook.com**

INWARDS:

- I. 13/10/22 Jamie-Lea (Premier Sports) – Confirmation of email received 13/10 regarding quotes for replacement of Synthetic Grass
- II. 13/10/22 K&S Asbestos Removal – Quote for Asbestos Removal to the cost of \$1650
- III. 13/10/22 Blake Kebblewhite (TDO) – 2022 Junior Teams Carnival Nominations Open
- IV. 18/10/22 Jamie-Lea (Premier Sports) – Advising return to site Mid-November weather permitting
- V. 18/10/22 Lucy (Honan Insurance) – Confirmation of completed UFI form and payment received
- VI. 18/10/22 Lucy (Honan Insurance) – 2022/23 Certificate of Insurance provided
- VII. 19/10/22 Centacare (St Mary's OSHC) – Remittance Advice for Jan 22 Court Hire payment
- VIII. 19/10/22 Tina Jones (U3A) – Advising changes of executive positions in U3A and confirming Hire Agreement and fees
- IX. 20/10/22 K&S Asbestos Removal – Invoice INV-0312 to be paid for Asbestos Removal
- X. 20/10/22 Beaudesert Hardware Mitre 10 – Invoice 1275071 for Weed Killer purchased
- XI. 20/10/22 Tennis QLD – Safeguarding Children Workshops
- XII. 21/10/22 Renae Earley (Premier Sports) – Quote to resurface Grass Courts 1 & 2
- XIII. 24/10/22 Mick Blomer (TQ) – Advising the BBRF Grant opportunity with the Federal Government has been discontinued
- XIV. 25/10/22 Square – POS App Upgrade to the new checkout experience on the 8th November 2022
- XV. 25/10/22 Amy Richards (McAuley College) – Enquiring about Tennis Coaching for Rec Sport program
- XVI. 26/10/22 Brett Day (Jimboomba Tennis) – Junior events rescheduled for the Jimboomba Open Tournament



BEAUDESERT & DISTRICT TENNIS ASSOCIATION

ABN:97 780 907 205 PO Box 265 Beaudesert Qld 4285 beaudeserttennisassoc@outlook.com www.beaudeserttennis.com.au

- XVII. 26/10/22 Tina Jones (U3A) – Completed Court & Clubhouse Hire Agreement attached
- XVIII. 31/10/22 Steve Hughes – Mowing Invoice 944 for the 27/10/22
- XIX. 31/10/22 K&S Asbestos Removal – Asbestos Clearance Certificate
- XX. 31/10/22 Rhys Brown Electrical – Invoice 5231 for weatherproofing of power points on new courts and inspection and replacement of power point in the clubhouse
- XXI. 31/10/22 Rhys Brown Electrical – Invoice 5232 for upgrade of main switchboard
- XXII. 31/10/22 Beaudesert Hardware Mitre 10 – Statement/Tax Invoice as at 31/10/22
- XXIII. 01/11/22 Blake Kebblewhite (GCRA) – GCRA General Meeting 16th November @ 7pm
- XXIV. 01/11/22 NAB – Statement for Account ending 8641 available online
- XXV. 03/11/22 Containers for Change – 93 containers recycled and \$9.30 deposited into account
- XXVI. 03/11/22 Blake Kebblewhite (TDO) – Team Nominations for State League Finals 2022
- XXVII. 04/11/22 Mick Blomer (TQ) – Building Better Regions Fund Update
- XXVIII. 04/11/22 Royal Vending – No cost Snacks and Drinks Vending Machine
- XXIX. 04/11/22 Tennis QLD – 2023 Affiliation Fee Invoice
- XXX. 04/11/22 Tim Fitzgerald Tennis – Coaching Update November 2022
- XXXI. 07/11/22 Telstra – October 2022 Invoice
- XXXII. 07/11/22 Blake Kebblewhite (TDO) – Women’s Community Coaching Course 19-20 Nov 2022
- XXXIII. 08/11/22 Square – POS automatic upgrade Wednesday 8th November 2022
- XXXIV. 08/11/22 Blake Kebblewhite (TDO) – Congratulating successful application for GCBF Round 114 Funding of \$35K
- XXXV. 08/11/22 JAG Administration (GCBF) – Correspondence relating to approved Grant Application APP-035908 CBFU:0057643
- XXXVI. 08/11/22 Beaudesert Hardware Mitre 10 – Invoice 1280781 for Selleys Sealant
- XXXVII. 09/11/22 Jamie-Lea (Premier Sports) – Confirming back on site this coming Friday
- XXXVIII. 09/11/22 Blake Kebblewhite (GCRA) – GCRA General Meeting Reminder 16th November @ 7pm

OUTWARDS:

- I. 12/10/22 Committee – October 2022 General Meeting Agenda
- II. 13/10/22 K&S Asbestos Removal – Quote request for Asbestos Removal for Courts 5 & 6 Project
- III. 13/10/22 Jamie-Lea (Premier Sports) – Quote request for replacement of 2 x synthetic Grass Courts
- IV. 14/10/22 K&S Asbestos Removal – Signed Quote and Remittance for Deposit attached
- V. 14/10/22 Committee - October 2022 General Meeting Minutes
- VI. 14/10/22 All Members – 2022 Grade Tournament Information and Entry Form
- VII. 14/10/22 Laura Brown (Eucalee) – Reply to email received 27/09 regarding Sponsorship packages available
- VIII. 14/10/22 All Members – Notification of club going Cashless from 2023
- IX. 18/10/22 Premier Sports – Notifying of Grant monies received and all outstanding Invoices to be paid by 21/10
- X. 18/10/22 Lucy (Honan Insurance) – Attached completed UFI form and notification of Invoice paid
- XI. 26/10/22 Brett Day (Jimboomba Tennis) – Reply to email sent 26/10 advising that another alert has been sent to all members via the Team App with the rescheduled date for Junior events
- XII. 01/11/22 Jeff Baguley – Attached Certificate of Asbestos Removal from Tennis Shed
- XIII. 05/11/22 Rachel Young (Jon Krause) – Reply to email received 03/11/22 regarding GCBF Grant Application correspondence
- XIV. 05/11/22 Jamie-Lea (Premier Sports) – Reply to email received 21/10/22 regarding resurfacing estimate and potential to cover the concrete in the shed area with the acrylic surfacing
- XV. 05/11/22 Committee – November General Meeting Reminder
- XVI. 05/11/22 Committee – Upcoming Key Dates for Year End 2022
- XVII. 05/11/22 All Members – Reminder of 2022 Grade Tournament Nominations closing soon



BEAUDESERT & DISTRICT TENNIS ASSOCIATION

ABN:97 780 907 205 PO Box 265 Beaudesert Qld 4285 beaudeserttennisassoc@outlook.com www.beaudeserttennis.com.au

4. FOR DISCUSSION - Business arising from Minutes of previous General Meeting: 13/10/2022

- I. **Outstanding Maintenance Items:**
 - Piping for Courts 3 & 4 Gap – Craig and Lisa have completed the piping.
 - Replacement Urn – Darren visited the Good Guys and Urns were out of stock. Darren is going to try Harvey Norman tomorrow.
- II. **Potential Change of Bank for Club Accounts:** BOQ replied to Lauren's email. Darren explained that they can offer the same services at NAB but we can only deposit Cash at the branch in Jimboomba. This won't be an issue from 2023 as the club is going cashless. To be revisited next year once the current Grants have been acquitted.
- III. **U3A Hire Agreement:** Lauren has received the completed Hire Agreement from Tina Jones (U3A Vice President).
- IV. **Eucaloe Development Community Grant/Sponsorship Program:** No further response received after Lauren emailed the current list of Sponsors.
- V. **Click to the Court System for New Courts:** Lauren to advise Blake Kebblewhite once Courts 5 & 6 are completed.
- VI. **Option to be Cashless in 2023:** Lauren has sent out an email and posted on the Team Stack App notifying all members.
- VII. **Beaudesert Family Fun Day in Jubilee Park (23rd October):** Cancelled due to wet weather. Awaiting new date for next year.

For Discussion - Action Items				
NO.	ACTION ITEMS	ITEM NO.	WHO	STATUS
1.	New Urn	I.	Darren Thorpe	To Action
2.	Advise Blake of completion of Courts 5 & 6	V.	Lauren Griffin	To Action



BEAUDESERT & DISTRICT TENNIS ASSOCIATION

ABN:97 780 907 205 PO Box 265 Beaudesert Qld 4285 beaudeserttennisassoc@outlook.com www.beaudeserttennis.com.au

5. AGENDA:

- I. **Courts 5 & 6 Update:** Darren advised that all Invoices have been paid. Premier Sports are back on site tomorrow with works to be completed by the end of the month, weather permitting. Darren has asked if it is possible to paint the concrete in the shed area the same as the courts. Awaiting response.
- II. **Grants Update:** Darren advised that the club has been successful in receiving the \$35K from the GCBF Grant application. This money will be put towards the resurfacing of Courts 1 & 2. The committee are extremely grateful for all the Grant monies received this year.
- III. **Coaching Update:** Tim has provided a Coaching Report which Darren read out to the committee. Refer to the Coaching Report attached. Darren to discuss with Tim how he is working on increasing the numbers for the Beginners group.
- IV. **New Maintenance Items:**
 - Gaps in Coaching Room brick wall - Lisa has filled the gaps in the bricks where the water was coming through the wall.
 - Small Gate Court Key – The hire key provided to McAuley College for school sport was bent and got stuck in the lock. Darren has swapped the keys over and Rachel will arrange for a new key to be cut at Mitre 10.
- V. **2022 Grade Tournament (Closed Event 11th-13th November):** 26 Members have entered the Tournament (12 Juniors and 14 Adults).
 - **Food/Drinks** – No food required for Friday Night. Hot Chook & Gravy Rolls for Saturday. Pies and Sausage Rolls for Sunday. The canteen is stocked with drinks and only water is to be purchased.
 - **Trophies/Vouchers** –
 - a. Pennant & Reserve Singles - Winners \$50, Runners-Up \$25
 - b. Pennant & Reserve Doubles - Winners 2 x \$30 and Runners-Up 2 x \$15
 - c. Juniors - Trophies
 - **Draws/Schedule** – Lauren has completed the draws and schedule. The schedule has been posted on the Team App.
- VI. **2022 EOY Break-Up & Presentation Night (Saturday 3rd December):** The committee have agreed to change the EOY Break-Up to the 3rd December at 5pm rather than the 10th December, as many people will already be on holidays.
 - **Food/Drinks** – Hamburgers and Sausages on Bread. Free Burgers for Adult Members and Free Sausage on Bread and Poppers for Junior Members.
 - **Guests to Invite** – Lauren to email invitations to Scenic Rim DDS, BOQ Jimboomba, Jon Krause and Frieberg Family.
 - **Adult Fixtures Prizes** - \$40 for Winners and \$20 for Runners Up
 - a. Monday Night – 1 Winner and 1 Runner-Up each
 - b. Wednesday Night – 2 Winners and 2 Runners Up
 - **Junior Special Awards** – Darren, Lisa and Tim to select winners for 2022 Awards.
 - a. Sean Frieberg Perpetual Trophy – JUNIOR SPORTSMANSHIP AWARD
 - b. Scenic Rim Discount Drug Store Sponsored Trophy – MOST IMPROVED JUNIOR
 - c. Kent Taylor Memorial Trophy – JUNIOR PLAYER OF THE YEAR:
 - **Lucky Door Prizes** – Lauren to organize.
- VII. **Vending Machine:** Darren received a phone call from Royal Vending regarding their no-cost Snacks and Drinks Vending Machine. This machine is free of charge, maintained by the company and we can choose the products to be stored in the machine. Refer to the email attached. Lauren mentioned that we don't hold much stock in the canteen anymore except for drinks, as too much food was



BEAUDESERT & DISTRICT TENNIS ASSOCIATION

ABN:97 780 907 205 PO Box 265 Beaudesert Qld 4285 beaudeserttennisassoc@outlook.com www.beaudeserttennis.com.au

expiring and going to waste. The committee had already discussed and obtained quotes to buy a Vending Machine last year as an alternative and more accessible option to the canteen. The committee are happy to trial the no-cost Vending Machine if there is no lock in contract. Darren to confirm.

VIII. **2023 Open Day (Sunday 22nd January 2023):** The committee discussed the option of holding the official "Court Opening" ceremony for the new 5 and 6 courts on the same day as our Open Day and how do we attract members to come. This will also be dependent on the completion for the courts and if the official delegates are available on this day.

- **Advertising** – Lauren to arrange advertising with the Beaudesert Bulletin.
- **Memberships** – Lauren would like to increase the online membership renewals for 2023 as manual renewals are very time consuming. The pain point for our club members is the login to My Tennis. Lauren to discuss with Blake Kebblewhite (Tennis Development Officer) on how we can make this process easier for our members.
- **Activities** – Blow Up Target from TQ

Agenda - Action Items

NO.	ACTION ITEMS	ITEM NO.	WHO	STATUS
1.	Discuss Coaching with Tim	III.	Darren Thorpe	To Action
2.	New key cut for Small Gate	IV.	Rachel Payne	To Action
3.	Grade Tournament Food & Drink	V.	Lauren & Darren	To Action
4.	Grade Tournament Trophies and Vouchers	V.	Lauren & Lisa	To Action
5.	EOY Break Up Food & Drink	VI.	Lauren & Darren	To Action
6.	EOY Trophies & Vouchers	VI.	Lauren & Lisa	To Action
7.	EOY Guest Invitations and Lucky Door Prizes	VI.	Lauren Griffin	To Action
8.	Check if Royal Vending have a Lock-In Contract	VII.	Darren Thorpe	To Action
9.	2023 Open Day Preparations	VIII.	Lauren, Darren, Lisa	To Action



BEAUDESERT & DISTRICT TENNIS ASSOCIATION

ABN:97 780 907 205 PO Box 265 Beauesert Qld 4285 beaueserttennisassoc@outlook.com www.beaueserttennis.com.au

6. OTHER BUSINESS:

- I. 2023 Adults Fixtures Season 1 – Week starting 30th January 2023

Other Business - Action Items				
NO.	ACTION ITEMS	ITEM NO.	WHO	STATUS
1.	Organise Player Sign-On for 2023 Adult Fixtures	I.	Darren & Lisa	To Action

Next Meeting: Thursday 9th February 2023

Meeting Closed: 8:37pm

X

Darren Thorpe
President

X

Lauren Griffin
Secretary