



**Annual General Meeting of the  
Kilbirnie Tennis Club Inc  
3pm Sunday 16 August 2015**

**A G E N D A**

- 1. Apologies**
- 2. Minutes of 2014 Annual General Meeting**
- 3. Matters Arising from Minutes**
- 4. Presentation of Annual Reports**
  - **President's report – Stephen Bennett**
  - **Club Captain's report – Ian Macfarlane**
  - **Mid-week Tennis report – Diana Spice**
  - **Treasurer's report – David McCrone**
- 5. Presentation of Financial Accounts – David McCrone**
- 6. Election of Officers**
- 7. Election of Committee Members**
- 8. Election of Patron**
- 9. Recommendation of Level of Subscriptions for 2015 / 2016 Season**
- 12. Notices of Motion**
- 13. General Business**
  - **Update on Lighting Project**
  - **Update on Club Maintenance and Upkeep including clubhouse painting, redesign**
  - **Proposed Communication Strategy for Members**

**Josephine Draper**

**Club Secretary**



## Kilbirnie Tennis Club Annual General Meeting Minutes

**Meeting Held** Sunday 17 August 2014 at Kilbirnie Tennis Club, Crawford Road, Kilbirnie  
**Present** Jo Draper (JD), Stephen Bennett (SB), David McCrone (DM), , Marcia Rew (MR), Michelle McKibbin (MM), Ian Macfarlane (IM), Diana Spice (DS), Catherine Carter (CC), Richard Braakhuis (RB), Greg Lydon (GL).  
**Apologies** Gary McKernan (GM), Graham Alderton (GA), Diana Maunder (DM), Moyra Pearce (MP).  
**Meeting Times** Commenced: 3.00pm  
 Closed: 4.30pm

Item	Discussion	Action
1. Meeting Quorum	Those present agreed that 10 members was sufficient to constitute a quorum for today's AGM.	
2. Minutes of 2013 Annual General Meeting	The minutes were accepted with no changes. <b>Moved to accept: JD. Seconded DM. Passed</b>	
3. Matters Arising from 2013 Minutes	None	
4. Presentation of Annual Reports	<ul style="list-style-type: none"> <li>• President's Report. SB presented his report and welcomed Troy Leamy who is keen to become the junior convenor.</li> <li>• Club Captain's Report. IM presented his report. He noted that he is keen to carry on the relationship with Wellington Tennis Club. He noted that the affiliation levy will increase by a further \$10, but that there is no intention to continue raising the levy: once the Renouf has raised a significant proportion of funds needed for repairs, they will approach other organisations. GL queried whether the affiliation levy would decrease again once repairs were carried out.</li> <li>• Midweek Report. DS presented her report. She noted that Barry Campbell had been cutting the grass but that he may not be able to continue doing this.</li> <li>• Junior Report. MM presented her report. She noted that Friday teenage tennis and Sunday morning peewees were doing well but that numbers were down for the Tuesday sessions. Troy is taking over as junior convenor. It was noted that Sunday sessions had worked well in the past and it may be possible to shuffle court usage for interclub to facilitate this.</li> <li>• Treasurer's Report. DM presented his report. He noted that the club is solvent. Some good income had been received from fundraising, offsetting lower income from subscriptions.</li> </ul> <p><b>Moved to accept: IM. Seconded DM. Passed</b></p>	

<p><b>5. Presentation of Financial Accounts</b></p>	<p>DM presented finances for the financial year May 2013 to April 2014. Total income was \$36,191, total expenses \$34,466 making a surplus of \$1726.</p> <p>DM reported that income from subscriptions was down, but income from fundraising had increased as against 2012/13. Coaching expenses decreased significantly following the new coaching agreement. The annual ground lease had significantly increased.</p> <p>There were outstanding member loans of \$3,000.</p> <p>GL queried whether the telephone rental should be continued as this constitutes a significant expense.</p> <p>DM confirmed that auditing of the accounts of an incorporated society is not required by the Companies Office.</p> <p><b>Moved to accept: JD. Seconded SB. Passed.</b></p>	
<p><b>6. Proposed Rules Revision</b></p>	<p>DM had prepared a proposed revision of the club's rules which had been reviewed by the outgoing committee.</p> <p>DM noted that the rules revision needed to be ratified by the AGM and lodged with the Companies Office. It was noted that the proposed rules revision included a proposal to reduce the size of the committee to four officers and three other members in order to streamline discussions. It was noted that this proposal would also reduce the capacity of the committee to accommodate differing opinions. However members off committee could attend committee meetings if they had matters to discuss.</p> <p>To compensate for fewer members on the committee, committee meeting dates and times should be made known to members and that they should be invited to attend if they had any contributions to make.</p> <p>A future newsletter/handbook should also clarify the method for raising concerns.</p> <p><b>Vote to accept new rules: Unanimous acceptance.</b></p>	<p><b>JD</b></p>
<p><b>7. Election of Officers</b></p>	<p>The outgoing Officers are:</p> <p>President – Stephen Bennett  Secretary – Jo Draper  Treasurer – David McCrone  Club Captain – Ian Macfarlane</p> <p>All outgoing officers indicated that they would be willing to continue in their roles and were duly renominated as follows:</p> <p>President – SB. Nominated GL, seconded MR  Treasurer – DM. Nominated DS, seconded IM  Secretary – JD. Nominated SB, Seconded IM  Club Captain – IM. Nominated DM, seconded GL.</p> <p><b>The officers were therefore elected unopposed.</b></p>	
<p><b>8. Election of Committee Members</b></p>	<p>Noting that there were only three committee places left, five members indicated their interest in being on the committee: MM, DS, MR, RB, CC . It was agreed that the junior convenor (Troy Leamy) and midweek organiser (DS) could sit off committee and attend committee meetings from time to time if they had matters to discuss.</p> <p>The remaining four members were nominated as follows.</p>	

	<p>MR – nominated DM, seconded RB  RB – nominated IM, seconded DS  MM – nominated MR, seconded SB  CC – nominated SB, seconded JD</p> <p>Following a vote the following members were elected to the committee:  MR, RB, MM.</p>	
<b>9. Election of Patron</b>	<p>Brian Galt is the club patron. It was proposed that he remain the club patron for the next year.  <b>Nominated: SB, seconded IM. Passed.</b>  A letter of thanks will be sent.</p>	<b>JD</b>
<b>10. Recommendation of Level of Subscriptions for 2014/15 Season</b>	<p>The outgoing committee proposed the following changes to subscriptions for the 2014/15 membership year:</p> <ol style="list-style-type: none"> <li>1. Discontinue 10% household discount</li> <li>2. Reduce family discount from 20% to 15%</li> <li>3. Increase subscriptions by \$10 for each category (reflecting increased affiliation fees levied by Tennis Central) – Senior \$180, Tertiary \$160, Junior \$140, Peewee \$110.</li> <li>4. Introduce a \$20 interclub levy for midweek interclub players.</li> </ol> <p><b>Vote to accept new subscription levels: <i>Unanimous acceptance.</i></b></p>	
<b>11. Recommendation for Life Membership</b>	<p>John Hammond was proposed to become a Life Member.  <b>Nominated: SB, seconded IM. Passed.</b>  A letter to inform John of his election to Life Membership will be sent.  He will also be added to the club’s mailing list.</p>	<b>JD</b>  <b>DM</b>
<b>12. Notices of Motion</b>	None.	
<b>13. General Business</b>	GL thanked the outgoing committee for their hard work.	
<b>14. Next AGM</b>	August 2015.	



## **President's Report 2014-2015 Season – presented at AGM August 2015**

Welcome everyone to the Kilbirnie Tennis Club's AGM for 2015.

After five years in the position, this will be my last report as president of KTC. It has been a privilege to serve and put something back into a club that has provided much enjoyment to me over many, many years!

This is a good time to reflect on what the club has achieved in those five years and outline a few challenges we face going forward.

### **Achievements:**

- All courts resurfaced
- Club house repainting underway – interior next!
- Lighting project reignited
- Top Men's team playing in premier grades for the first time in many years
- Maintained a group of dedicated midweek players and started rebuilding a core of keen weekend club players
- Updated our official club rules

I should emphasize that these are not my achievements but the result of hard work by many committee and non-committee club members.

### **Challenges:**

- Juniors. Junior membership has been in decline over the last few years. However, with the work our club coach is currently putting into local schools, and some fresh enthusiasm from our new junior convenor, I am confident that this will turn around next season.
- Women's interclub. Although we are well-represented by women in our mixed grades, it would be nice to see the club represented by more than one team, in the women's interclub competitions.
- Finances. A recent review of tennis facilities in Wellington City, commissioned by Tennis Central, identified Kilbirnie Tennis Club as one of two being financially vulnerable at present. This was due to our low current assets. The report was discussed by the committee at the time of publication and we were comfortable with our position. However, with some new faces on the committee next season this may be worth reviewing.

Finally, a message I think I mention in every report! Our club is run by volunteers. Please support your committee and club. Find that hour, or two, to attend the working bee. Wash those coffee cups. Pick up those bits of litter.

Happy hitting for 2015-16! See you on court!

**Stephen Bennett**



## **Kilbirnie Tennis Club Captain's Report**

### Interclub

The club had a successful 2014/15 interclub season with all our teams either winning their grades and/or gaining promotion in the pre / post-Christmas competitions. The Midweek women's teams both won their grades and were promoted to Grade 2/3 and to Grade 3 respectively. In the Saturday competitions our men's third grade and fourth grade were also promoted following strong pre-Christmas results but found the going tough post-Christmas in the higher grade. Our men's 5 team won their grade post-Christmas. The women's one team were also promoted - to Premier 4 competition for the post-Christmas season. And finally our men's Premier 2 team managed to hold their own in the pre and post-Christmas competitions retaining their place in Premier 2 for next season.

Kilbirnie picked up 5 awards at the end of year Prize Giving – a great result for the club.

Thank you to all the interclub team captains for taking on this role. We hope you will step up again and enjoy another successful season in 2015/16.

We currently also have teams competing in the Frampton winter interclub competition, and our club Winter Fun Doubles is also underway with 16 club members all enjoying the friendly competition.

### Annual Fixtures

The Muritai and Havelock North annual fixtures were both well patronised again with a narrow at home against Muritai and a countback loss away to Havelock North. A special thanks to the organisers of these popular events – Marcia Rew and Michelle McKibbin, and to Graham Alderton for organising the wine tasting on the Saturday afternoon.

The Club Champs were held in May organised by Steve Gracie and Diana Maunder – results as follows:

- Womens doubles winners – Marcia Rew / Diana Maunder; runners up – Karen Rigby / Karin Lilley
- Mens singles winner – Michael Wilson; runner up – John Emery

- Mens Doubles winners - Ian Macfarlane / John Emery; runners up – Matthew Fepuleai / Yuki Iwasaki
- Mixed Doubles winners - Steve Radford-Basher / Catherine Beard; runners up Stephen Bennett / Jane Kitchenman

#### Club Facilities

With all five courts now resurfaced the Committee is now investigating lighting for the bottom courts and work is progressing with light and noise technicians – analysis that is required as part of the application for resource consent. We are very excited about this project but it does require significant resources – time and money. If any members have an interest and/or expertise in this area that could assist please let the Committee know

And we have a newly painted clubhouse - thanks to all club members who gave up some time over the weekends to get the bulk of the job done. There are just a couple of areas that require a final coat – details in the clubroom if anyone is keen to assist.

With our new courts and the clubhouse looking good we are well placed to attract more new members for the season ahead.

Ian Macfarlane  
Kilbirnie Tennis Club Captain



## Kilbirnie Tennis Club Midweek Report 2015

Writing this in July with frozen fingers and toes and these are what midweekers have had recently prancing round the courts in almost sub-zero temperatures!

Many layers of coats, hats, scarves, hoodies and gloves have slowly been shed as the bodies warm and sometimes weak sun peeps through. Must remark once again how much we appreciate our great tiger turf courts, their ability to slurp up rain, providing us with a playable surface. The lower bounce and heavier balls challenge ability to adapt – some do, some don't!

Now we look forward to spring and summer and the cheery return of Toshiya and Yoko from Japan and Jack and Ping from China. They have been and gone once again leaving behind memories of much laughter and fun. Also Tony from UK who thinks Kilbirnie Club is the best in the world!

New additions are Rie Shimada from Japan (learning fast and gathering speed), Ben Rogers – our resident Nuryev (he'll know what I mean) and Thibaut Le Clair from France (he harks from Avignon – you know the famous "Henri dances sur le Pont d'Avignon"!!) which brings to mind our little league of nations: -

- Daniela Theorou – Romania
- Drina Jones – Ozzie
- George Nester Mayer – Switzerland
- Karin Lilley – Kiwi / Canada/ USA (A helluva accent anyhoo!)
- Maggie and Andrew Khoo – Malaysia
- Maria Soteris – Greece
- Richard Xu – China
- Rie Shimada – Japan
- Plus Suzukis and Xus – wow – Cool eh?!

Catherine Carter has established a coaching session with our very capable coach Troy Leamy. Those who take advantage of this after midweek play on Thursdays at midday. The effects of his expertise are beginning to show (in my opinion watching from the stand). Please use these sessions if interested in valuable help to improve your skills.

Midweek interclub teams continue well with various success. Two ladies' Monday teams plus Swingers and Slammers. Well done – guys and girls

Please feel welcome to join our keen sometimes "loopy" band of players. All year round Tuesdays and Thursdays 9.15 to middayish (or the odd hour you can spare).

Organiser – Diana Spice.



### **Kilbirnie Tennis Club Treasurer's financial report to the 2015 AGM**

Following an increase in membership subscription rates and with a small increase in senior membership, the Club's income from membership fees (subscriptions and interclub levies) rose by eleven percent during the financial year ended 30 April 2015. However total income (\$32,769) fell by over nine percent, reflecting substantial decreases in income from fundraising and grants.

Total expenditure decreased by eight percent. Repayment of loans from six members who had each lent the Club \$1,000 was completed.

At the end of the 2014/15 financial year, there was a surplus of \$1,200 and the Club held bank deposits of about \$6,600.

For the 2015/16 membership year it is recommended by the Committee that:

1. Membership subscriptions be set at \$190 for senior members, with a \$20 discount for tertiary students.
2. Junior membership categories be changed to align with Tennis Central's classification: Juniors 12-18 and juniors under 12.
3. Membership subscriptions for juniors be set at \$100 for juniors 12-18 and \$80 for juniors under 12.
4. A levy of \$40 be payable by juniors playing interclub.
5. Interclub levies payable by senior members remain at \$50 and \$20 for weekend and weekday events.
6. The discount on family membership subscriptions remain at 15 percent for a minimum of three family members.
7. The fees for SIULI membership be set at \$40 from 1 September, \$30 from 1 October, and \$20 from 1 November.

David McCrone  
Treasurer

31 July 2015

## KILBIRNIE TENNIS CLUB INC

### STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDING 30 APRIL 2015



	2014-15	2013-14
	\$	\$
<b>INCOME</b>		
Court hire		
Capital Coaching	750	750
Casual	1,547	1,871
Donations	280	490
Fundraising	2,468	4,831
Grants	2,900	5,456
Interclub prize money	0	75
Interest	207	111
Membership fees		21,956
Subscriptions	22,068	
Interclub levies	2,270	
Sales		
Shirts	60	210
Shop/BBQ	59	341
Swipe cards*	160	100
<b>TOTAL INCOME</b>	<b>32,769</b>	<b>36,191</b>
<b>EXPENSES</b>		
Coaching	4,360	4,360
Court maintenance	2,243	3,136
Electricity	833	824
Fundraising	1,495	2,004
Insurance	1,560	1,560
Lease & water rates	2,439	2,809
Loan repayments	3,000	3,000
P O Box rental	170	170
Repairs/maintenance	2,469	2,015
Signage	69	939
Supplies		
Clubhouse	392	360
Shirts	0	1,026
Shop	40	51
Tennis balls	2,145	3,116
Telephone	707	694
Tennis Central fees		
Affiliation/development	6,756	5,790
Interclub	2,148	2,211
Trophies & honours board	488	144
Website	116	150
Other expenses	132	106
<b>TOTAL EXPENSES</b>	<b>31,563</b>	<b>34,465</b>
<b>Net surplus</b>	<b>1,206</b>	<b>1,726</b>

\* Net

**STATEMENT OF FINANCIAL POSITION**  
AS AT 30 APRIL 2015

	<b>2015</b>	<b>2014</b>
<b>CURRENT ASSETS</b>		
Westpac bank:		
Current account	413	2,028
Online Saver account	6,198	2,696
Petty cash	0	62
<b>Total</b>	<b>6,611</b>	<b>4,786</b>
<b>FIXED ASSETS</b>	<b>105,969</b>	<b>121,383</b>
<b>TOTAL ASSETS</b>	<b>112,580</b>	<b>126,169</b>
<b>CURRENT LIABILITIES</b>		
Loans from members	0	(3,000)
<b>NET ASSETS</b>	<b>112,580</b>	<b>123,169</b>

FIXED ASSETS  
AS AT 30 APRIL 2015

	Rate of depreciation	Book value 30/04/2014	Additions 2014-15	Depreciation 2014-15	Book value 30/04/2015
Buildings	2.5%	14,808	0	370	14,438
Equipment	20.0%	663	0	132	531
Fences	10.0%	3,504	0	350	3,154
Courts	14.28%	102,408	0	14,623	87,785
Ball machine	20.0%	76	0	15	61
		<b>121,459</b>	<b>0</b>	<b>15,475</b>	<b>105,969</b>

(Signed) \_\_\_\_\_

D G McCrone  
Treasurer  
Kilbirnie Tennis Club Inc