



## Kilbirnie Tennis Club Annual General Meeting Minutes 20 August 2018

**Meeting held** Monday 20 August 2018 at Kilbirnie Tennis Club, Crawford Road, Kilbirnie.

**Present** Marcia Rew (MarciaR) - Chair, Peter McArthur (PeterM) - Secretary, Catherine Beard (CatherineB), Catherine Carter, Chris Sole (ChrisS), David McCrone (DavidM), Diana Maunder (DianaM), Eddie Ainsley, Fiona Malcolm, Graham Alderton (GrahamA), Guy de Villiers, Jane Kitchenman (JaneK), John Lister, Jonathan Coakley, Michael Sole, Michelle McKibbin, Richard Braakhuis, Richard Xu, Tim Park (TimP), Sam Netherclift, Sandy Jeffs, Sarah Wilson (SarahW), Steve Gracie.

**Apologies** Bernard Whaanga, Colin Giddy, Lance McEldowney (LanceM), Mitchell Baxter, Theo Hertzig.

**Meeting times** Commenced: 6:00pm. Closed: 7:20pm

Item	Discussion	Action
<b>Meeting Quorum</b>	<b>A quorum</b> (minimum of 10 people) was present for the AGM.	
<b>Minutes of 2016 Annual General Meeting</b>	<b>Minutes of previous meeting were received.</b> <b>Acceptance of previous minutes:</b> Moved PeterM, seconded MarciaR. No objections raised. <b>Carried.</b>	
<b>Matters Arising from 2016 Minutes</b>	ChrisS noted that some other suggestions had been raised on the 2016-17 Financial Statements at the last AGM (not recorded in the minutes) and that these had been incorporated in the updated version tabled for acceptance at this AGM.	
<b>Presentation of Annual Reports</b>	Annual reports were tabled including Updated 2016-17 Financial Statements and 2017-18 Financial Statements. Some comments were raised: <ul style="list-style-type: none"> <li>• DianaM noted that money in bank could affect grants.</li> <li>• CatherineC noted that there was no mention of mid-week competitions in the Club Captain report.</li> </ul> <b>Acceptance of Updated 2016-17 Financial Statements and 2017-18 Financial Statements.</b> Moved ChrisS, seconded CatherineB. No objections raised. <b>Carried.</b>	
<b>Membership Subscription Recommendations</b>	<b>Membership subscriptions to remain the same as 2017-18.</b> Specifically: <ul style="list-style-type: none"> <li>• Adult aged 19 years or over – \$190/year</li> <li>• Student (full time) – \$170/year</li> <li>• Junior aged 12-18 years – \$120/year</li> <li>• Junior 11 years or under – \$100/year</li> <li>• Family (3 or more members) – 15% discount</li> <li>• New member joining after 1 November – Pro-rata discount</li> <li>• New member see if you like it for 2 months – \$20/month</li> <li>• Casual membership – \$40 for two months</li> </ul> <b>Acceptance of membership subscriptions.</b> Moved ChrisS, seconded TimP. No objections raised. <b>Carried.</b>	

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<b>Interclub Fee Recommendations</b>	<p><b>Interclub fees to remain the same as 2017-18.</b> Specifically: Inter-club player fees to be based on competition costs, ball costs, and team size (with adjustments for uneven obligations).</p> <p>Some comments were raised:</p> <ul style="list-style-type: none"> <li>• ChrisS noted that if ball costs are covered by grants, these would not be included interclub fees.</li> <li>• DianaM stated preference for one invoice at start of year for membership and interclub fee.</li> <li>• ChrisS indicated that an up-front fee would need to be higher than the recommended approach.</li> <li>• CatherineB suggested that the new committee review interclub fee options and decide on which system to use.</li> </ul> <p><b>Acceptance of interclub fees.</b> No vote was taken on the recommendation and the suggestions so issue referred to the new committee for final decision.</p>	<p>New Comtte</p>
<b>Election of Officers</b>	<p><b>The outgoing officers are:</b>  President – Marcia Rew  Secretary – Peter McArthur  Treasurer – Chris Sole  Club Captain – Michelle McKibbin</p> <p><b>Nominations for officers.</b></p> <p><b>President</b>  Catherine Beard. Nominated PeterM, seconded ChrisS.</p> <p><b>Secretary</b>  Jonathan Coakley, Nominated PeterM, seconded ChrisS.</p> <p><b>Treasurer</b>  Chris Sole. Nominated PeterM, seconded GrahamA.</p> <p><b>Club Captain</b>  Sarah Wilson. Nominated PeterM, seconded ChrisS.</p> <p><b>The officers were therefore elected unopposed.</b></p>	
<b>Election of Committee Members</b>	<p><b>The outgoing committee members are:</b>  Colin Giddy  Richard Braakhuis  Sarah Wilson</p> <p><b>Nominations for committee members.</b></p> <p><b>Colin Giddy.</b> Nominated SarahW, seconded ChrisS.</p> <p><b>Peter McArthur.</b> Nominated SarahW, seconded ChrisS.</p> <p><b>Guy de Villiers.</b> Nominated SarahW, seconded ChrisS.</p> <p>Jane Kitchenman was also nominated but declined.  Richard Xu was also nominated but declined to go on the committee at this stage.</p> <p><b>The committee members were therefore elected unopposed.</b></p>	

Item	Discussion	Action
<p><b>Recommendations for Life Membership</b></p>	<p>The committee recommended <b>Stephen Bennett</b> for Life Membership. Supporting commentary provided by GrahamA and DianaM: Stephen has been an active member of the club for over 30 years. During this time he has served for long periods as a member of the Committee, including a spell as club Treasurer, and latterly as President for five years. He also has been a member of various interclub teams over many years, both winter and summer, often holding the position of team captain. He has always been a regular attendee of club days, working bees, club functions and assists willingly in helping to keep the club rooms clean and tidy. He always competed in the club and handicap tournaments, and was fully committed to his role as club President. In this capacity he was a regular on club days, especially at the beginning of the season to welcome any potential new members, and attended all the social and competitive fixtures with other clubs; - Havelock North, Muritai, Rangimaire etc. In his role as President he had a calming manner at club meetings, resolving contentious issues with a measured and balanced approach.</p> <p><b>Acceptance of committee recommendation.</b> Moved JaneK, seconded DavidM. Vote taken and 75% threshold exceeded. Stephen Bennett therefore declared a life member.</p>	
<p><b>Notices of Motion</b></p>	<p>Raised by LanceM. That the KTC Committee provides on request the up-to-date contact details of other paid-up members to those KTC members responsible for organising interclub teams, tournaments, or other Club functions. If available, the contact details should include the member's first name, surname, email address, landline and mobile phone numbers. Access to updated membership lists should be restricted to KTC members, notably to those responsible for carrying out functions of the Club as decided and designated by the KTC Committee.</p> <p>Some further suggestions were raised:</p> <ul style="list-style-type: none"> <li>• That the membership list be sent to all members.</li> <li>• That members are able to opt out of the circulation list.</li> <li>• Junior members should be excluded from the circulation list to seniors.</li> <li>• That the membership list be circulated quarterly rather than be available on request.</li> </ul> <p><b>Acceptance of motion.</b> No vote was taken on both the original motion and the suggestions so proposal referred to the new committee for final decision.</p>	<p>New Comtte</p>

Item	Discussion	Action
<b>General Business</b>	<p>The following suggestions were raised for the committee to consider.</p> <p><b>Life membership:</b></p> <ul style="list-style-type: none"> <li>• There was some discussion about the guidelines developed and agreed by the committee to aid them in making recommendations for life membership to the AGM, with some thinking the guidelines might be too prescriptive. It was proposed that the new committee review these guidelines.</li> </ul> <p><b>AGM minutes:</b></p> <ul style="list-style-type: none"> <li>• CatherineC asked that the AGM minutes be emailed to all club members.</li> </ul> <p><b>Committee:</b></p> <ul style="list-style-type: none"> <li>• CatherineC asked that the newsletters include more information.</li> <li>• CatherineC asked that the committee avoid becoming too process oriented.</li> <li>• CatherineC asked that other club members be available to support the committee so that the committee does not do everything.</li> </ul>	
<b>Next AGM</b>	July/August 2019.	