

Title:	Board of Management Meeting
	MINUTES
Meeting Location:	TTV Boardroom
Meeting Time:	Thursday 19 April, 2018 6:10pm – 10.05pm

1 INTRODUCTORY

1.1 Welcome and apologies

Present:

Greg Bristowe (GB)
Chrissy Jones (CJ)
Zoe Qian (ZQ)
Barak Mizrachi (BM)

Sue West (SW)
Jack Cyngler (JC) 1 hr late
Paul Healey (PH)
Jean Pierce (JP)

In Attendance:

Dennis Makaling (DM) – CEO/minute taker

Sue welcomed Zoe and Barak for their first board meeting. Sue kept both of them updated with the last three months of TTV matters. Sue also welcomed Jean back.

1.2 CONFIRMATION OF AGENDA

1.3 Declaration of real, potential or perceived conflicts

None.

2 MINUTES OF PREVIOUS MEETING FROM 1 FEB

Moved by Chrissy and Paul

3 STATUS OF ACTIONS FROM PREVIOUS BOARD MEETING 8 MARCH

SERIAL	Minute Item	Action	Who	When	Status
1	BoM 8/03/18	Advise Mark Taylor that the TTV constitution will be reviewed and his feedback regarding 'Election of elected directors' is correct.	DM	March, 2018	Complete

2	BoM 8/03/18	Advise Arlene that \$100 deposit will remain enforced and TTV can change by-laws when necessary	DM	March, 2018	Complete
3	BoM 8/03/18	Thank Deniz for feedback and advise that her suggestion for best of 7 games from semi-finals onwards is not practical due to time constraints.	DM	March, 2018	Complete
4	BoM 8/03/18	HSR-Redacted	JC	March,2018	Incomplete
5	BoM 8/03/18	Melb Vets License – Jack needed COI for MVTTA and TTV from Dennis. Dennis also to send copy of license to MSAC	DM	March, 2018	Complete
6	BoM 8/03/18	Sponsorship proposal from Jeff Marshall. To be advised that TTV board did not accept the proposal. Dennis to advise Jeff.	DM	March, 2018	Complete
7	BoM 8/03/2018	Create and send out EOI's to form a sub-committee for Metro/Vic Country Champs	DM	March, 2018	Complete
8	BoM 8/3/2018	Advise MA Sports that they were successful in gaining the apparel contract with TTV from 2018-2020. Advise the other non-successful applicants the outcome.	DM	March, 2018	Complete
9	BoM 8/3/2018	Insert copy of final accounts from auditor once amended and approved into annual report	DM	March,2018	Complete
10	BoM 8/3/2018	Follow up Regional Events fund application for Nat Vets	DM	March,2018	Complete with no outcome yet from SRV
11	BoM 8/3/2018	Advertise manager position for Vic Senior Team – Nat Seniors	DM/CM	March,2018	Complete
12	BoM 8/3/2018	Offer Marie a full time role as per board approval	DM	March,2018	Complete
13	BoM 8/3/2018	Create EOI's for course presenters in Vic to conduct TOPS and Level 1 courses	DM	March,2018	Incomplete
14	BoM 8/3/2018	Create a letter from TTV advising players with bad debts from 2017 to pay or risk being restricted to play competitions in 2018	JC	March,2018	Complete

Serial 1-3 Complete

Serial 4 Incomplete- Jack to investigate

Serial 5-12 – Complete

Serial 13 – Currently sourced out Jenny Langridge and Andrew Goodsell

Serial 14 - Complete

4 CEO OPERATIONS REPORT

Dennis presented the membership numbers, financial reports and the month's activities. Dennis presented the monthly checklist. As of 19 April, 2200 members are in the database. Ballarat, Dandenong and Werribee were yet to submit their list.

5 RESOLUTIONS CIRCULATED

5.1– Board directors (replacement for Claire) – Jean Pierce appointed by the board.

5.2– Greg's proposal for Chinese para players (Ma Lin, Qian Yang, Lina Lie and Thomas Wong) living in Melbourne to be selected for state team – The board approved for Greg's exemption letter to be sent to TTA.

5.3 - Holmesglen Internship students program – The board agreed and approved for TTV to acquire an intern through the program

Action item – Dennis to send to TTA. Dennis waiting for Holmesglen to offer interviews for internship.

6 CORRESPONDENCE IN/OUT

6.1 - Emails from Jennifer Mee, Bill Freeman, Gary Warnest and Michael Bissett regarding concerns and feedback about new process for Country/Metro Champs – These were received by Dennis and will be forwarded to the sub-committee for consideration.

Action item – Dennis to forward to sub-committee

6.2 Change the Game – Sue spoke to the women on board and asked who may be interested in applying for the development grant. The board resolved that Sue, Chrissy and Zoe would be applying using Dennis sign-on to complete the applications.

Action item – Dennis to give sign-ons to Sue, Chrissy and Zoe to complete application

6.3 SRV meeting re quotas – Sue and Dennis will be meeting with SRV on May 11 to discuss TTV's future initiatives in meeting the quotas.

6.4 Quote from Alesia Sports – Dennis received the quote from Alesia Sports (digital marketer) which states the fees for their services. Dennis recommended that Alesia Sports and Aitch Communications work together. The board approved that \$200 per month will be spent on Alesia Sports for every campaign that's required for promotion.

Action item – Dennis to advise Alesia Sports

6.5 Quote from Andrew (Aitch Communications) – Dennis received the quote from Aitch Communications which states the fees for their services. The board approved an expenditure of 60 hours work combining with Alesia Sports (fee of \$3300) to Aitch Communications to maximise marketing strategies for TTV's events for 2018.

Action item – Dennis to advise Aitch Communications

7 HSR

Redacted

Action item – Redacted

8 TTA UPDATE

The board ratified Jack to attend as a voting representative for TTV to attend the TTA AGM on May 19.

9 MVTTA LICENSE

Dennis received the approval from MSAC and Jack will need to create the final copy for distribution.

Action item – Jack to send final copy to Dennis and Sue. Once received, Dennis to give to MVTTA.

10 STATE DISCIPLINARY PANEL

Redacted

Action item – Redacted

11 METRO/COUNTRY SELECTION COMMITTEE RATIFIED

The board ratified the applications received for this:

Mark Taylor – Chair
Greg Bristowe
Mary Le Gassick
Damian Taranto
John Wright

12 RATIFICATION OF STATE SELECTION PANEL

Greg Bristowe – Chair
Sam Palmer – Deputy Chair
Barak Mizrachi
Rob Katsipis
Edi Kocjancic

13 NEW AFFILIATE APPLICATION

The sub-committee assigned for the TTV Premier league applied for Albert Park TT Inc to be an affiliate for the purpose of new members signing up to a club within the MSAC precinct. The board (with a majority vote) approved the application.

14 PRESIDENTS FORUM 2017 – PROGRESS REPORT

Dennis gave a progress report highlighting major changes such as brochures (in Arabic and Vietnamese) almost complete for distribution to CALD groups.

15 REGIONAL CLUBS VISIT – DENNIS (APRIL 23-27)

Dennis has scheduled a regional clubs visit to Warrnambool, Portland, Drysdale St James, Geelong and Bellarine.

16 TTV PREMIER LEAGUE PENNANT – REPORT

Jack gave a progress report including the estimated number of teams, players and grading night.

17 REVIEW OF SELECTION, ORGANISATION AND PROCESSES (NATIONAL CHAMPS)

Greg advised that the sub-committee is currently working on it.

18 REVIEW OF BY-LAWS (WORD DOCUMENT SENT TO GREG)

By Laws 7, 10 & 11 has been approved by the board effective 19 April.

19 MARKETING

- 19.1 – Campaign results report – Feedback given to board by Dennis
- 19.2 - Quote from Alesia Sports – (refer to agenda item 6.4)
- 19.3 - Quote from Aitch Communications – (refer to agenda item 6.5)

20 NATIONAL VETS BENDIGO 2018

Chrissy updated the board including the recent visit to the stadium with Sue, and the prospectus created and sent to all recipients.

21 NATIONAL JUNIOR CHAMPIONSHIPS 2018

Chrissy questioned if the airfares and accommodation have been booked already for Townsville. Dennis advised that this was done in 2017.

22 STATE TEAM AVAILABILITY FORMS

Chrissy questioned how the invoicing of the \$100 fee on the availability form was to be distributed to the veterans. There was discussion regarding the process.

23 EOI'S RECEIVED FOR MANAGER POSITIONS FOR ALL CHAMPIONSHIPS

The only received application was from Claire Montgomery where the board approved for her to be the manager for the National Senior Champs in Mornington.

24 FUTURE BOARD MEETINGS – CHANGE OF DATES (INPUT FROM BARAK AND ZOE)

The proposed board meeting dates for the remainder of 2018 was approved by the board.

Action item – Dennis to send updated calendar to all board members

25 BOARD INDUCTION DAY

A board induction day has been organised as the board has acquired three new board members for 2018.

26 OTHER BUSINESS

26.1 Jack left the room. Sue explained to the board that Jack does many things for TTV with no charge. The board suggested that TTV should advertise for a tender for legal services for TTV.

26.2 Barak suggested for TTV to set up 'WHATS APP' so all the members can access pennant results, newsletter, etc on their mobile devices.

26.3 A trophy needs to be organised for the o/65 womens singles. Jean to look into it. Also, Jean said Yen Ngo will join her in the State Vets Committee, and possibly Avanti Sinha.

26.4 Ratings Central – Chrissy brought up the issue of clubs not submitting results to Ratings Central. The board resolved that all clubs should submit to Ratings Central.

Action item – Dennis to send letter to clubs

Next Meeting – 24 May 2018

The meeting concluded at 10.05pm.