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| Title: | Board of Management Meeting |
| | MINUTES |
| Meeting Location: | TTV Board Room |
| Meeting Time: | Thursday 9 November, 2017 6:25pm – 9.58pm |

1 INTRODUCTORY

1.1 Welcome and apologies

Present:

Greg Bristowe (GB)

Chrissy Jones (CJ)

Robert Katsipis (RK)

Claire Montgomery (CM)

Sue West (SW)

Jack Cyngler (JC) 1.0 hr late

Jean Pierce (JP)

Apologies:

Edi Kocjancic (EK)

In Attendance:

Dennis Makaling (DM) – CEO/minute taker

1.2 CONFIRMATION OF AGENDA

1.3 Declaration of real, potential or perceived conflicts

None.

2 MINUTES OF PREVIOUS BOARD MEETING ON 3 AUGUST, 2017

Moved by Jean and Chrissy.

3 STATUS OF ACTIONS FROM PREVIOUS MEETING ON 28 SEPTEMBER, 2017

| Serial | Minute Item | Action | Who | When | Status |
|--------|--------------|--|-----|---------------|----------|
| 1 | BoM 28/09/17 | Congratulate MPTTA for winning the bid- Nat Senior Champs 2018 | DM | October, 2017 | Complete |
| 2 | BoM 28/09/17 | Advised Brian Berry (and other providers) the new rate agreement for court hire – booking through MSAC vs TTV. | DM | October, 2017 | Complete |
| 3 | BoM 28/09/17 | Instruct Sports Accounting to move 'Printing expenses to Coaching' on financial reports | DM | October, 2017 | Complete |

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|----|----------------|--|----------|-----------------|----------|
| 4 | BoM 28/09/17 | Ask MSAC about lighting plan and a lighting expert to give advice. Obtain quote from World-Wide Printing on signage. (Attached emails) | DM | October, 2017 | Complete |
| 5 | BoM 28/09/17 | Follow up quote from Power AV and advice from Michael Brown. (Attached emails) | DM | October, 2017 | Complete |
| 6 | BoM 28/09/17 | Check the current contract agreement between TTV and S-Trend. (Attached emails). | DM | October, 2017 | Complete |
| 7 | BoM 28/09/2017 | Book a TTV board Christmas party | DM | October, 2017 | Complete |
| 8 | BoM 28/09/2017 | Advertised MPIO position | DM | October, 2017 | Complete |
| 9 | BoM 07/09/2017 | Bring the matter to SSP members for further discussion | GB | September, 2017 | Complete |
| 10 | BoM 07/09/2017 | SSP to look at earlier dates for the Vic Open Vets 2018 | DM/GB/CM | September, 2017 | Complete |

Serial 1- 10 All complete.

4 CEO OPERATIONS REPORT

Dennis reported on the membership numbers as of 9 November, 2017 (3818). This currently had no Ballarat and Dandenong memberships received up to date. Dennis provided a brief report on his regional club visit. Advertised the SDO role again. Started a AAA program with Royal Talbot Rehab Centre in Kew. Arranged for Rob to chair a dispute for SETTA regarding a misbehaving member. Organised a Level 1 ITTF coaching course in January. Liaised with Special Olympics Australia to continue a AAA program. Been working with Steve Pallas in organising the Come and Try Day project. Working on a business plan to present to the board in December Meeting for a High Performance Program in 2018. Created the MPIO role for advertising in website and FB. Attended a license fee meeting with Sue, Jean, HWATT and Melbourne Vets.

5 RESOLUTIONS CIRCULATED

5.1 State Team Points exemptions (N Lum and H Green) in favour 4-1 by SSP.

6 CORRESPONDENCE IN/OUT

6.1 Stewart Jacques – HWATT irate member wrote an email to TTV and MSAC expressing his disappointment in the changes of the table structure, court sizes and the level of noise that affects the table tennis matches.

6.2 Simon Gerada emailed TTV regarding the general feelings and perception of the table-tennis set up on behalf of all the players.

Sue and Jack has regularly communicated with Kate Patterson from MSAC and Kate has replied back explaining that MSAC is continually working to improve the issues raised by the members.

7 MSAC UPDATE, INCLUDING PARKING ISSUES

Kate Patterson emailed Dennis explaining that new parking arrangements are being confirmed for 2018. This includes Parks Victoria honouring all existing permits regardless of the expiry dates until Dec 31, 2017. As per previous agenda item, issues raised by the public and commercial providers have been taken up with MSAC and ongoing processes have been communicated regularly to Jack and Sue.

8 LICENSE FEES MEETING (HWATT & MELB VETS)

A meeting was held between Sue, Jean, Dennis, Simon Gerada, Daisy O'Bryan and David Kumar to discuss the license arrangement between TTV and the two providers conducting the pennant competition for TTV. In brief, Sue explained that the board decided to charge a discounted commercial rate to the two providers in place of a license agreement. Both meetings were run smoothly. Separate minutes are attached.

9 MINUTES OF SPECIAL MEETINGS HELD RE TTA

Two special meetings were held by TTV board regarding TTA's financial issue. Minutes are attached from these meetings.

10 STATE DEVELOPMENT OFFICER UPDATES

Advertisements were created and published throughout October and November. There are 7 interviews to be conducted on November 10.

11 PRESIDENTS FORUM – PROGRESS REPORT

Dennis presented the following:

1. Approach a high profile person to be TTV's patron, including sending Comm Games athletes to regional clubs – This will be with organised once Victoria knows who will be selected for Comm Games 2018.
2. Develop a state-wide TOPS coaching program – This has been continually organised with a TOPS course being held at Daylesford on Dec 10.
3. Develop a Come and Try Day state wide – Dennis and Steve has created a sub-committee that has already started planning and working on this project due to be implemented in April school holidays 2018.
4. Develop a suite of promotional materials which can be used by affiliates in several languages to increase participation in multicultural groups – Once the SDO starts work with TTV, this will be one of the major things that will be organised.
5. Set up an online forum where all affiliates can bounce off ideas and share feedback with each other – Claire is currently setting this up.

Action item – Dennis to send Claire a list of the Presidents Forum participants to test out the platform.

12 FINANCIALS

Dennis presented the P & L report from Jan-31 Oct 2017. The profit is \$43,610 compared to \$125,621 in 2016. The main reasons are membership not yet received from Ballarat, Dandenong and a few other affiliates. Also, the grant money hasn't been spent.

13 BALLARAT MEMBERSHIP REGISTRATIONS UPDATE

Ballarat (Kelvin Putt) emailed Sue and Dennis advising that they have agreed to pay for this year's membership registrations after having a committee meeting. Kelvin also requested if Dennis and Sue can attend a Ballarat board meeting in early 2018 to answer some questions. The board also agreed not to pursue anything anymore from Ballarat regarding the non-payment of memberships.

14 REVIEW OF SELECTION, ORGANISATION AND PROCESSES

Sue suggested that one day should be set aside before the year's over to discuss a full review of the above processes.

15 AUSTRALIAN VETERANS MANAGER'S REPORT

Averil and Claire presented a manager's report for the above championships.

16 AUSTRALIAN VETERANS INCIDENT REPORT

An incident happened during the week of the Australian Veterans Champs involving a state team player. Reports were received from NZ and the managers. The board decided to hand this matter to the State Disciplinary Committee.

17 TTV DRAFT CALENDAR 2018

A draft calendar was presented to the board by Greg, Claire and Dennis. Chrissy and Jean were disappointed and believed that there were too many tournaments scheduled. Greg explained that it was difficult and challenging to schedule the tournaments and also difficult to refuse any affiliate if they wanted to hold a tournament. Greg explained that there will be less tournaments at the next selection period. The board decided that the national championships would be taken off the state team points criteria. There were 4-3 votes in favour of the calendar, with Rob not voting.

18 S-TREND AGREEMENT

The board decided that TTV will no longer work with S-Trend.

Action item – Dennis to write a draft confirming the agreement has ceased with S-Trend and will send this to Jack to approve and finalise.

19 AUSTRALIAN VETERANS BENDIGO 2018

Chrissy advised that Pam Tait has resigned from the organising committee due to personal reasons. Chrissy wanted to replace Pam with someone from Bendigo ideally and Dennis suggested Paul Green. Also to advertise for a committee member if no one can be sought.

Action item – Dennis to approach Paul Green and also get quotes for printer and double screens for Bev and Brian James. Dennis to also send a thank you letter/email to Pam Tait.

20 MPIO POSITION

There were three applicants for this position. They were Chamara Fernando, John wright and Jino Kolapran. The board decided to give the role to Jino.

Action item – Dennis to advise the applicants.

21 MELBOURNE OPEN 2018

The board approved the entry form submitted by Simon on the condition of a few changes.

22 TTV JUNIOR/SENIOR PLAYER OF THE YEAR AWARDS

Greg proposed a list of the awardees for the above. The board decided to hold this off as Parleen has not even settled her debts owing to TTV. The awards have been approved by the board to be granted.

23 OTHER BUSINESS

23.1 TTV Anniversary book – Chrissy enquired about the progress of the TTV 100 years anniversary book. The plan is still for this to go ahead.

Action item – Dennis to ask Brett if he is still interested in being part of the committee for this

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23.2 TTV AGM – The board decided that the TTV AGM would be held on Sunday March 18, 2018

Action item – Dennis to book the Champions Room for the day.

23.3 Membership forms 2018 and affiliates letters – The board wanted to see the draft copies of the new membership forms and affiliate letters before being sent out.

Action item – Dennis to send affiliate letters to Sue for drafting and Dennis to send membership draft forms to the board for approval.

23.4 By-Laws review – The board has agreed that the by-laws will be reviewed in Dec meeting.

24 NEXT MEETING – 7 DECEMBER, 2017

The meeting concluded at 9.58pm.