

<b>Title:</b>	Board of Management Meeting
	<b>MINUTES</b>
<b>Meeting Location:</b>	<b>TTV Board Room</b>
<b>Meeting Time:</b>	Thursday 7 December, 2017 6:30pm – 11.20pm

## 1 INTRODUCTORY

### 1.1 Welcome and apologies

**Present:**

Greg Bristowe (GB)  
Chrissy Jones (CJ)  
Robert Katsipis (RK)

Sue West (SW)  
Claire Montgomery (CM)  
Jack Cyngler (JC) by phone 2 hrs

**Apologies:**

Edi Kocjancic (EK)  
Jean Pierce (JP)

**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 Claire and Greg.

## 3 STATUS OF ACTIONS FROM PREVIOUS MEETING ON 9 NOVEMBER, 2017

Serial	Minute Item	Action	Who	When	Status
1	BoM 9/11/17	Send to Claire a list of the President's Forum attendees to test out the platform for online communication between affiliates.	DM	November, 2017	Complete
2	BoM 9/11/17	Write and send a draft letter to Jack for approval stating that TTV has ceased the agreement with S-Trend.	DM	November, 2017	Complete

3	BoM 9/11/17	Approach Paul Green to be part of the Australian Vets Bendigo Organising Committee and send Pam Tait a thank you letter for her long service to the committee	DM	November, 2017	Complete
4	BoM 9/11/17	Get quotes for double screen PC's and printer for Bev and Brian	DM	November, 2017	In progress
5	BoM 9/11/17	Advise successful applicant and unsuccessful applicants for MPIO position	DM	November, 2017	Complete
6	BoM 9/11/17	Chase up Sunny Singh and Ken Lum (Parleen and Nicholas) for overdue payments from Nationals	DM	November, 2017	Complete
7	BoM 9/11/2017	Ask Brett Sonnet if he still wants to be part of the TTV memorabilia book organising committee	DM	November, 2017	Complete
8	BoM 9/11/2017	Book Champions Room for the AGM 2018	DM	November, 2017	Complete
9	BoM 9/11/2017	Send Sue the affiliation letters that goes out to clubs and membership forms for board to approve	DM	November, 2017	Complete

Serial 1- 3 All complete.

Serial 4 – Still getting quotes

Serial 5-9 – All complete

#### **4 CEO OPERATIONS REPORT**

Dennis reported on the membership numbers as of 7 December, 2017 (4299). Ballarat and Dandenong memberships were received. Dennis presented a Participation Strategy and a High Performance Plan for 2018. Dennis also presented the budget for 2018. Dennis recommended that revenue through membership and other sources should be the key focus for 2018 as the budget showed low profit forecast. This key focus would be achieved through a successful implementation by the participation strategy. The board agreed that spending money on high performance is not financially viable for 2018,

but maybe looked at in 2019. Other actions by Dennis for the month of November/December were highlighted on his CEO report.

## **5 RESOLUTIONS CIRCULATED**

- 5.1 Increase in affiliate fees by \$5 – This was passed through majority votes.
- 5.2 Variation to minimum number of tournaments a player is required to participate to be eligible for team selection is 5 tournaments. – this resolution was defeated.

## **6 CORRESPONDENCE IN/OUT**

6.1 Gerard McCarthy – ES & CTTA secretary and Bob Hood's reply – The board discussed whether HSR has been conducting structured competitions based on their website and news archives. Gerard emailed TTV advising that this has been happening and HSR registering only 5 members is incorrect. Bob Hood responded to Dennis's enquiry about the structure of their pennant/social competition. The board also discussed a possible penalty in the new year if HSR was not compliant to TTV's membership policies and procedures.

***Action item – Dennis to send a request to HSR for the records of their competition***

6.2 Brett Halocha's Facebook message regarding playing 11 tournaments for o/30's to qualify – A special meeting was held on Dec 2 by Greg Bristowe, Vivienne Halocha, Robert Katsipis (phone), Jean Pierce and Claire Montgomery to review this. **See below agenda item 13 for results.**

## **7 MSAC PARKING UPDATES**

The parking issue from 2018 was discussed and Rob asked about the license plate recognition for his motorbike. Also, the possibility of all board members' license plates being recorded and Dennis' TTV credit card getting debited each time a board member goes into MSAC.

***Action item – Dennis to email Kate Patterson***

## **8 MARIE KAREKLA – SDO**

Marie gave an update on things that she's done since starting on 20 November. She gave the updates before the meeting while some of the board members were having dinner whilst waiting for Sue.

## **9 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. The sub-committee had their first meeting and went through the planning stages. After Dennis presented the budget for 2018, it was recommended that the Come and Try Day be implemented in 2019.
4. Develop a suite of promotional materials which can be used by affiliates in several languages to increase participation in multicultural groups – Marie had a meeting with Molina Asthana and has been given information and strategies on how to create this.
5. Set up an online forum where all affiliates can bounce off ideas and share feedback with each other – Claire has emailed the presidents' forum attendees to test the platform to see if it's fully functional which is planned to be active from start of 2018.

## **10 FINANCIALS INCLUDING BUDGET 2018**

Dennis presented the P & L from 1 Jan-30 Nov showing \$35,869.05 profit. The budget was discussed after Dennis' presentation earlier regarding Participation Strategy and HPP. Sue expressed that the budget prepared by Sports Accounting would be subject to changes as Chrissy pointed out that 51K budgeted as income from Aus Vets 2018 is incorrect, ie it should be about 23K.

## **11 BALLARAT MEMBERSHIP REGISTRATIONS AND DANDENONG UPDATE**

Ballarat sent in about 90 paid memberships in November and Dandenong sent in about 140 in December.

## **12 REVIEW OF SELECTION, ORGANISATION AND PROCESSES**

Sue, Alex and Dennis met in the office to discuss better processes when selecting and managing coaches for state teams, selecting managers and feedback analysis from state team members. Sue requested Alex to prepare a document highlighting the current procedures and recommendations.

## **13 REVIEW OF BY-LAWS INCLUDING COMMITTEE RECOMMENDATIONS**

There was a meeting held on Dec 2 by the Tournament & State Team sub-committee and 7 recommendations were presented:

*This sub-committee recommends to the TTV Board that all Victorian Clubs are to input pennant results into Ratings Central – at minimum the grades with people playing in tournaments – **This was passed.***

*This sub-committee recommends to the TTV Board that all age brackets for the 2017/2018 selection periods are set to a minimum of 5 tournaments. – **This was passed. Out of sessions was rejected. The sub-committee that Vivienne Halocha is on was approved.***

*This sub-committee recommends to the TTV Board a variation of the bylaws to only count the top 5 tournament results towards State Selection instead of the top 9 as it stands now – **This was passed.***

*This sub-committee recommends to the TTV Board that the Nationals remain as one of the tournaments that count towards State Team Points. – **This was not passed.***

*This sub-committee recommends to the TTV Board that the 2018 Victorian Veterans Open be move from the 7<sup>th</sup> July to the 21<sup>st</sup> July. – **This was passed.***

*This sub-committee recommends to the TTV Board that the allowed exemptions for the Veterans participating in the World Veterans Championships only cover the Ballarat Vets (24<sup>th</sup> June) and either the Country/Metro Champs (9<sup>th</sup>/10<sup>th</sup> June) or the Vic Vets Open (21<sup>st</sup> July). That proof of participation and a copy of their flight itinerary are provided to TTV to ensure exemption. – **Ballarat and Country/Metro was passed as an exemption but the Vic Open Vets was not exempted.***

*This sub-committee recommends to the TTV Board that this sub-committee, with its current members, continues this review of Tournaments, State Teams and By-Laws pertaining to such. This sub-committee plans to meet as needed, continually conference and table other such recommendations to the TTV Board so that a complete review can be completed by the April 2018 Board Meeting, so that the TTV Board can have in place new by-laws by the start of the next selection period. – **This was passed.***

## **14 METRO AND COUNTRY CHAMPS 2018 – LICENSE FEE**

Sue discussed the possibility of TTV earning more revenue through the country and metro champs. The table hire paid out to Bendigo of \$13,000 was discussed and was considered to possibly change the venue after 2018. The metro champs that was conducted by Croydon in 2017 was also discussed.

***Action item – Dennis to look for a previous agreement in writing, or from minutes regarding Bendigo hosting the Vic Country Champs.***

#### **15 2017 AUSTRALIAN VETERANS INCIDENT REPORT**

Dennis advised the board that he gave the documents to Jack to prepare a hearing. There has been no progress yet. The board expressed that this should have been dealt with earlier. Jack advised that this will not be dealt with until the new year.

***Action item – Dennis to advise the people who reported the incident that the matter was referred to the SDP.***

#### **16 UNIFORM SUPPLIER**

Jack said that he will give Dennis the amended/approved letter back to give to S-Trend for ending the business relationship that week.

***Action item – Dennis to email back S-Trend and also to advertise for tender after notifying S-Trend.***

#### **17 BRETT SONNET – TTA DRAFT FOR APPROVAL**

Brett emailed Dennis asking the TTV board if they can consider approving the draft 3 of the new TTA constitution. Jack said that he will look at this draft and get back to Dennis.

#### **18 NATIONAL VETS BENDIGO 2018**

Chrissy advised that a Regional Events Fund opportunity has been presented (from Gary Warnest).

Dennis said he will apply for it. Also, a photographer opportunity was discussed and the board decided that it should be advertised. Chrissy also said that My Sport Live TV needs to be informed about putting tags on their electrical items.

***Action item – Dennis to apply for the fund, send email to MSLT, and advertise expressions of interest for the photography.***

## **19 AGM 2017 DOCUMENTS**

The board asked if the documents are getting prepared, and if the room and dates are booked. Dennis confirmed the date and room is booked. Dennis also said the documents will be sent out before the Christmas break.

***Action item – Dennis to send out AGM documents before the break***

## **20 LEAVE OF ABSENCE – DIRECTORS**

This was discussed

## **21 TTV PARA AND VETERAN PLAYER OF THE YEAR AWARDS**

Greg presented the recommendations for the 2017 Para and Veteran players of the year awards.

Para Male

Para Women

Veteran Male

Veteran Female

The board all voted for the names to be passed and approved.

## **21 OTHER BUSINESS**

21.1 Board governance – The board decided that there should be a sub-committee for board governance. It was decided that Claire, Jean, Jack and Sue would form this sub-committee.

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21.2 Greg proposed that the current selection panel not be dismissed until new panel has been selected. This was approved ending in 31 January after the conclusion of the Melbourne Open 2018.

***Action item – Dennis to send out EOI's for 2018.***

22.3 Come and Try Day- to be removed from the calendar after the recommendation of Dennis and Steve was approved.

***Action item – Dennis to remove this from the calendar***

22.4 Presidents Forum 2018 – Sue expressed that TTV should hold another forum earlier on the year.

**22 NEXT MEETING – 1 FEBRUARY, 2018**

The meeting concluded at 11.02pm