

## Minutes of AGM held on 19 August 2016

### Present

Grace, Sarah x 2, Jamie, Lyndon, Beth, Blaise. It was noted that turnout was especially poor, considering we had already re-arranged once. The AGM is important for club as it sets, amongst other things, the membership, match and club fees. Please could people make more effort to attend next year.

Emma apologised for not being able to make it and asked to resign as webmaster going forward.

### 1. Volunteers needed

Please see attached list of all of the jobs which are currently done by the committee. Some of these have now been re-allocated.

### 2. Election of officers:

- Treasurer **Jamie/Sarah**
- Secretary **Jamie/Sarah**
- Match secretary **Grace**
- Gents A captain **James Rickerby with Blaise to deal with collection of match fees/memberships**
- Gents B captain **Max**
- Gents C captain **Jamie with assistance from Lyndon**
- Ladies captain **Sarah B**
- Mixed A captain **Grace**
- Mixed B captain **Sarah M**
- Social secretary **Lyndon**
- Webmaster **Lyndon**

### 3. Finances

- Jamie and I have still been funding expenses ourselves. There will be a court invoice due by the end of August and we will not have enough to cover it. The court invoices are £1125 for 10 weeks. Jamie and I have already paid our membership in advance for next year. We also need to do a match shuttle order soon **Memberships need to be paid promptly**
- Match shuttles cost £15.10 a tube and club shuttles £13.10 a tube.
- League fees in October were £135. We also paid team and tournament entry fees of £30 last June. We got another smaller invoice at the league AGM of £50.
- Late scoresheet fines – at the end of the season captains will be responsible for paying fines themselves. 5 days is plenty of time to submit scores online for home matches.

- Next year we will hold more tournaments over the summer to increase income.
- There will be a deadline for payment of match fees of 7 days from the date of the match. There have been too many occasions where we have had to pay invoices from our own money which would have been avoided had fees been paid promptly. Also, please could captains send a text when match fees are paid confirming which match they are for. This will make it easier to track the online account.
- There had been instances where people have not bothered paying, particularly on Sundays when there have not been many people down. This seems to have improved now as there is a wider group of people taking responsibility for collecting money. If you are down, please ensure that you pay.
- We could probably be better at recycling shuttles. Barely used match shuttles are good for either knocks or for club. Captains to recycle old match shuttles and leave them behind reception. It will be preferable not to have lots of new tubes behind reception once the season starts (it is more difficult over summer as people are away).

#### 4. Membership

- To remain at the current £50 and £25 for joiners post Christmas.
- No player who should be paying membership (this is not intended to catch subs who will only play one or two matches) shall be permitted to play more than one match without having paid. There were some players last year who did not pay membership. Jamie and Sarah are not prepared to fund the club any more if this continues. Captains need to ensure that their players pay up.

#### 5. League AGM

- Interpretation of cup rules – there has been some confusion over the rules for eligibility. The league have admitted that the handbook was not correct and the position should be clarified in the new handbook.
- Ladies teams – to encourage more teams to enter, there will be no penalty for fielding two pairs.
- There are a couple of new mixed teams which have been placed in the appropriate divisions.

#### 6. Shuttles

- Captains will be responsible for club shuttles where they have a home match. They will be handed one tube of club shuttles for every home match.
- We will continue order match shuttles and distribute to captains according to what home matches are coming up.

#### 7. Reports from captains

- Men's A **It was a decent season, finished mid table**
- Men's B **Relegated to Division 2**
- Men's C **Managed to stay in Division 2 (just!)**
- Ladies **Struggled for players with Sarah getting injured but won the cup. Next season Maureen will not be available.**

- Mixed A **Remain in Division 1**
- Mixed B **Struggled for players slightly with Sarah and Steve getting injured and got relegated. Next season Maureen will not be available.**

#### 8. Trials

- There will be a discussion between captains about who will actually be able to play the majority of matches throughout the season. A number of players had been earmarked for B but availability was poor. Captains to speak to club on Wednesdays to see who is interested in playing. We have now run out of time for full trials due to holidays/annual shutdown so the captains may book a court somewhere else mid week to test out pairings. There will need to be a better division of players – B have lost a number of players and will need donations from A and C.
- Mixed A will use the same three ladies and will have 4 men tied. Any subs can play up a maximum of 2 matches.
- Reminder of the tying rule – requirement to notify the captain of the lower team whenever one of their players is used.

#### 9. Tournaments

- Next year we will hold more over the summer to encourage attendance.
- Rich Yau memorial trophy to be returned next year for end of year tournament.

#### 10. Socials

- Lyndon is organising a curry in September. There will be a Christmas social as usual.

#### 11. AOB

- Lyndon will create an entry for Dave on the website as German envoy and update the site generally with ladies cup win, recent socials and tournament winners

### Grace

- Attend league AGM and fixture meetings
- Organise matches throughout the season
- Notify club if courts are free
- Organise accommodation for All England
- Mixed A captain

### Emma

Organise tickets for All England

### Lyndon

- Organise socials
- Distribute club shuttles
- Webmaster
- Organise club tournament
- Assist with Gents C captaincy

### Sarah and Jamie

- Pay court invoices
- Liaise with Keith re court closures and notify club
- Order club shuttles and bring to club sessions (about 6 orders per year)
- Order match shuttles and distribute to captains (3 orders per year)
- Register players for teams in September
- Register team entries into the league and cup competitions in June
- Pay league invoices in June and October
- Pass on correspondence from the league
- Attend league AGM
- Collect and monitor membership fees
- Monitor payment of match fees and chase captains
- Collect club fees
- Bank the cash from the tin
- Gents C captain

- Ladies captain
- Respond to email enquiries of prospective new members
- Maintain the club kit website with Kukri which Jamie set up initially
- Organise club AGM, circulate agenda and minutes