

ELTC Minutes 7th February 2017

Present: CD JS HK RH HP

Apologies: RO MB VF JW

ITEM	ACTION BY
<p>1. MINUTES OF PREVIOUS MEETING: The Minutes of the previous meeting 11th January were accepted as an accurate account Matters arising from previous minutes: Tokens : issue resolved - tokens are available Friday nights and over weekend from Hak. Local member arrangement would not work for that member at this time. Blinds fireproofing : next meeting Honours Boards : Peter has give us all a list of names and dates for update . First quote received as £18-20 per line purchasing the lettering kit ourselves. One more quote for next meeting. Bench : relevant committee member at SH has been away/ HK to follow up next week. Working party: this was well organised by Julian who arranged the date of the 28th January. There was a good turnout.</p> <p>BTM : Richard has sent reminders. Court work: Update from Julian, the moss infestation on Courts 4-6 is on the 'old-er' areas of the surface, Trevor May will send a quote to Julian. Next meeting Data Protection Training : Member Fiona Dickie will prepare training material for this and will cover use of CCTV and membership email use which we can adopt as a policy. Fiona suggested an hour at one of our committee meetings and March will be ideal so that we can have in place for start of new membership year. Jackie will confirm date with Fiona and plan for March 7th.</p>	<p>VF</p> <p>HK</p> <p>JW</p> <p>JS</p>
<p>2. Secretary: Invoice has been submitted to ASL. GBTW no further update.</p>	
<p>3 Men's Captain:Squad training is going well. Some discussion took place regarding having a practice wall. Henri has been given a copy of the drawings we had for planning permission and possible locations that were considered at the time courts 1-3 were renewed. There were planning permission limitations the last time around due to noise as well as being mindful of the wildlife and planting restrictions. Henri will look further at all the options including improving and/or extending the area around the exist-ing wall together with LTA guidelines.</p>	<p>HP</p>
<p>4 Ladies: next meeting</p>	<p>VF</p>
<p>5. Membership: Richard has sent 78 emails to members with no BTM at all and 73 to BTM holders who haven't opted in. This is the 3rd reminder email.</p> <p>So far we have 155 Opted-In (of which 9 are ex: members!) and last year we had 178 (and got 32 pairs of tickets).</p> <p>The deadline is 17-Feb. Richard will see what the final total is on 18-Feb & let us know.</p>	<p>RO</p>

6. Fixtures: Julian attending fixtures meeting this evening	
7. Treasurers report: Outgoings are up to date. Q1 revenue is as expected.	
<p>8 Social: Local childrens drama group are hiring 12 - 4.00pm on Mondays. They have hired in the past and respect the club as a facility. They know Patrick and are aware that members can have access to the toilets. Members need to be reminded to wear shoe tags so that the group do not feel vulnerable in any way. Hire Fees: Rocky will follow up outstanding here fees. Friday night : Next band night will be Friday 24th January.</p>	
9. Bar Steward: Mindy has reported that Friday nights are quiet which is not unusual for January and that the band nights are good for everyone.	
<p>AOB: Cleaner: Current cleaner arrangement is now under review.</p> <p>Additional Coach: Following on from last years feedback from members and the committee,we have now have feedback from our coaches Peter Neathey and Oliver Silva that an additional coach would be a great asset. Peter has emailed the committee members on behalf of himself and Oliver Silva. All agreed timing is perfect and that we should advertise the position in a fair an open way according to equal opportunities and LTA safe recruitment guidelines. The LTA have a template that can be used to help with this. All agreed an email to the members should go out letting them know that we are recruiting. The advert once drafted can be circulated to members as well as being submitted to the LTA vacancy website. It was also suggested we advertise the position locally in the paper as well as in Gefen Sports shop. Current coach contract together with current LTA Guidelines have been circulated to the committee for feedback. Jackie will circulate a template and first draft of advert inviting comment. Aim will be to invite interested parties to apply in writing to Charles prior to holding interviews. Ideally additional coach can be in place by new membership year, 1st April.</p> <p style="text-align: center;">Next meeting Tuesday March 7th at 7.00pm</p>	JS