

DRAFT Minutes of the AGM, held on Wednesday 22nd October 2024 at the Clubhouse

Present:

- Jim McCann (JM)
- Bridget Collins (BC)
- Sean O'Neill (SO'N)
- Conor Loughrey
- Edwin Johnston
- Sean O'Donnell
- Claire Martin
- Gary Curry
- Valerie Rowan
- Kevin Grimes
- Olive Kee

- Billie Pollock
- Adam McGlue
- David Grainger
- Mary Coney
- Thelma Fitzgerald
- Conor Fitzgerald
- Niamh Murnaghan
- Paddy Grogan
- Carla McEldowney
- Veronica McCaugherty

Apologies: Received from 57 members

1	MINUTES OF PREVIOUS MEETING	ACTION				
	JM welcomed all attendees to the AGM.					
	The minutes of the AGM held on 25 th October 2023 were approved.					
2	MATTERS ARISING					
	JM advised that in respect of the two actions from last year's AGM:					
	 The accounting of coaching profit had been addressed in November '23 and new accounts were produced at that time reflecting all coaching profit and internal competition income under coaching income. 					
	An update on the feasibility of introducing a Padel court to the Club would be provided during the meeting.					
	JM thanked all those in attendance and the Club members for making OLTC such a great club.					
	JM noted that we had increased our focus this year on attracting new Sponsors and recognised and thanked all the sponsors of OLTC both the new and existing.					
	JM reflected on the great year the Club had and that it had hosted the Western Regional Junior Tennis Event, which was a recognition of our great facilities and also the great success of the OLTC Tyrone 500 Open. Whilst overall entries were down in comparison to last year, the higher fee charged, together with the sponsorship from McAleer & Jackson and the increased Sponsorship fees from SPAR McBrides this year ensured the tournament was also a financial success for the Club.					
	Thanks were given to Edwin Johnson& Veronica Hawkes for organising & doing such a fantastic job in managing all the fixtures - great feedback had been received from all in attendance. Thanks also to the Club members who formed the catering team for providing, yet again, such a fantastic spread of food throughout the tournament. Congratulations also to all our members who took part as well.					
	The Club has again submitted the request to host the Tournament next year as an Open 500 and will look at what more can be done to raise funds and promote the event more widely and enhance the Club's visibility in the local community and potentially attract new members through the experience.					

3 SECRETARY'S REPORT ACTION

BC reflected that the Club/Committee have achieved a lot over the past year:

Investments/New Equipment

- The new court maintenance brushing machine has proven to be a great investment for the Club and should help prolong the life of the courts.
- There was a new Defibrillator, which had kindly been donated by Strathroy Dairies and a short course/demonstration on how to use it will soon be arranged in the coming weeks and any Club member interested can attend
- New court benches had been installed which look more professional and are surprisingly comfy!
- A new TV had been installed, which we hope to use going forward to increase social events that we can hold at the Club.

Membership

- We are now making greater use of the on-line functionality of AceBook joining & payment set up is now online and there's greater automation of renewals, which has simplified the process and workload for the Committee and made it simpler for new joiners.
- It also enhances our communications capability through the production of welcome letters, AGM emails, etc. and going forward we'll look to share the minutes of meetings, etc. to keep members more updated throughout the year.
- Pay & Play has also now been automated with bookings and payments being online, including guest players being added to members' bookings.

Total members now: 195

	TOTAL	FEMALE	MALE
Adults:	88	59	29
Novice:	18	6	12
Family members:	25	13	12
Children (under 18):	38	25	13
18+ in full time education:	7	2	5
Associates:	15	3	12
Parents:	4	2	2
	195	111	84

Additionally, we now have 159 individuals registered to use Pay & Play, which is providing a great source of additional income for the Club.

Courts & Facilities

BC recognised the phenomenal work by both Stephen Cuthbertson & Gary Curry

- Gary keeps the courts clear of leaves, amongst other things regularly out on the court looking as though he's auditioning for Ghostbusters and at this time of year in particular, we all benefit from the hard work he puts in.
- Stephen has improved the courts immensely e.g. putting the base boards & flooring carpet up around the edges, putting up screening on court 1 and the regular brushing of the courts with our new beast of a machine to keeping them looking great and safe and making them a pleasure to play on.
- They've also improved the toilets particularly the ladies external toilet which is greatly appreciated!

Coaching & internal tournaments

- Nikki Hawkes has been incredibly busy and coaching demand is as high as it's ever been and the Club is seeing a great turnover of these becoming members, both in terms of junior and novice memberships.
- A couple of the older juniors (Cate and Alfie) have also been supporting Nikki with some of the younger classes, which is great to see.
- Many thanks also go to Nikki for organising and hosting the America Doubles and other fun competitions throughout the year and for organising the internal leagues, which are all greatly appreciated by the Club. Thank you Nikki!

Club Branding & Sportswear

- The Committee have been looking at the Clubwear and looking to see if we need to change our current selection.
- Claire Martin has kicked of a great piece of work that has raised more than just the question of the type of sportswear our members want, but also the colours that the Club should use and to consider changing the logo as well. This will be progressed with the new Committee/sub-committee and hopefully before long we'll have team gear that everyone wants to be seen in.

Club Night/Social Play Tennis

- Many thanks go to Mairead Catterson & Emma Arkinson for managing the Friday night social play tennis, which throughout the year has been really well supported.
- Once the internal leagues are complete, we will be looking to see how we can increase attendance to the Tuesday Club Nights as well.
- We will also be looking at ways to increase social and competitive tennis for our junior members, which Kevin Grimes will be taking forward with the parents to see how they can get involved to support this.

Secretarial/Admin Stuff

- Clubhouse access has been made available to all members.
- Safeguarding course was completed by the Committee and a couple of members of the Club.
- Lots of boring, but important stuff completed e.g. we centralised records & improved our data protection and we've rewritten and created a standardised look & feel for all Club Policies incl. NEW Club Facilities T&Cs, Club Hire T&Cs, numerous Child Safeguarding Policies and Data Protection & GDPR Policies all available on our website & more to follow.
- Standardised Clubhouse rental rates have been introduced transparent and fair to all users and continues to provide a good income stream for when Clubhouse not being actively used by members, with the recent addition of a Pilates class.
- The website has been updated with links to the FaceBook page now feeding through and further work is being done.
- We've upgraded the Clubhouse Internet
- Internet banking is now up and running

Padel Court Project update:

A questionnaire had been sent out to all members earlier in the year.

In summary, most responders were unwilling for pay extra for an additional sport and based on the responses Pickleball had a slightly higher attraction than Padel Tennis.

Any decision to introduce a new court/sport should therefore be based on providing enhanced facilities for existing members, which would also hopefully attract some new members, but an increase in fees was unlikely to be supported by the current membership.

However, feedback from those who subsequently tried out pickleball, whilst very positive (e.g. good for older less mobile individuals and for the young and could provide a stepping stone to tennis) they felt that it would be difficult as an outdoor sport in an area exposed to high winds and would require a hard-court base.

Sub-committee have decided to at this stage to still pursue both options:

- Obtain quotes to create a hard-court area to accommodate a Pickleball court between Court 1 & the school, where it would be more sheltered and the hard-court surface could also double up to provide an area for social gatherings in the summer months.
- 2. Obtain quotes to also create a Padel tennis court in the current mini-courts tennis area.

BC advised that any Club members who would like to get involved in the sub-committee and help take this forward would be very welcome.

BC finished by thanking all those involved in making the Club as great as it is – it's very much a team effort with the Committee and so many individuals and small groups within the Club supporting and engaging on so many fronts.

There will be more sub-committees next year, so for all those who have said they don't want to be on the Committee but are happy to continue or start helping out more, there will be more opportunities for that to happen – thank you!

4 TREASURER'S REPORT

ACTION

SO'N provided the P&L for the account year ended 31st August 2024 and a summary of the current bank account balances. [See pages 10-11]

SO'N reflected that it had been another good year financially for OLTC. Core income from membership and hire of clubrooms had remained strong while there had also been a growth in Pay and Play and income from Coaching.

Income Hightlights:

- Membership income has remained fairly consistent with the previous year.
- Pay and Play has increased, this is mainly due to guests having to pay in advance on
- PayPal before they can book a court.
- Light income has increased and new light boxes continue to be well received by members.
- Competition income this is the profit from the Internal Tournament and also from the American Doubles competitions Nikki runs.
- Income from hire of clubrooms has remained fairly consistent.
- Coaching profit is income raised by Nikki when she is coaching adults and kids that are non-members. They are charged a small premium and then this is passed on to the club.

- No grants received in current year. 2023 Grant was for Court 1 project and new LED lights.
- Courtside advertising Previous boards had all expired. We began the renewal process this year good work from all involved.
- Tournament profit has increased. New tournament status of 500 led to an increase in income, increase in sponsorship and increase in sales of refreshments and raffle.

Expenses Highlights:

- Capitation fees are calculated by Ulster Branch. The increase is due to the current mix of members and proportions of Adult /Junior.
- Clubhouse maintenance has increased, mainly due to an increase in cleaning costs.
- Oil has decreased. 2023 was too high and we started the year with a full tank.
- Court maintenance is kept at a reasonable level due to the hard work of our volunteers. Some work carried out this year was the nets around court 1 and the new timbers around the bottom of the wire fencing.
- Health and Safety and Fire this increased due to a fire safety risk assessment being carried out and associated remedial costs.
- New court maintenance equipment this is the new sweeper machine.
- Clubhouse improvements New TV installed which will be an asset for all sporting events going forward.

SO'N noted that the cash reserves have increased by £24k, which is approximately the profit for the year.

JM also added that when excluding the grant received last year, the underlying performance of the Club also reflected a significant increase in other income streams with membership fees representing 62% of total income, as opposed to 75% the previous year, which is really positive for the Club and one that we'll look to maintain.

AMENDMENTS TO THE CLUB'S CONSTITUTION

ACTION

BC noted that the draft Constitution that has been circulated has been updated to ensure that the Club remains aligned with the requirements of a Community Amateur Sports Club (CASC), the benefit of which is that the Club pays no rates. The Club is registered as a CASC, and the changes are to ensure our Constitution is fully aligned with HMRC's requirements and we've also incorporated updated Safeguarding Policy requirements as well.

There were a few other aspects that were updated e.g.

- when fees will be paid,
- committee membership numbers,
- reference to Management Committee instead of General Committee
- updated the discipline & appeals section to be aligned to the Club's Complaints & Disciplinary Policy.
- Introduced reference to membership payment plan options

BC noted that a few amendments to the draft were also required/being recommended:

- 7.(a) refers to the AGM being before the last day of October, however BC suggested this be amended to November, which by avoiding October half term weeks, etc. it might ensure greater availability for members to attend.
- 7.(c) (iv) should refer to section 6 not section 5.

There should be a clause on how voting decisions will be made at the AGM and the same approach as detailed for management meetings should be used i.e. taken by simple majority vote and the Chairperson, or the person selected to the Chair in their absence, shall have a second or casting vote.

BC also noted that we will be establishing the Club as a Company Limited by Guarantee to limit the liability of the club's members & management committee, the work for which has been kicked off.

Once the Club is incorporated a Special General Meeting will be arranged for further amendments to be made to the Constitution to reflect this and HMRC might request further amendments to our Constitution during that process.

BC noted that at that stage we may also wish to consider a couple of further amendments that might be useful going forward e.g.:

- i. Include clarification of what constitutes an Adult member e.g. all adults 18+ affiliated to Tennis Ireland through OLTC or other definition
- ii. Currently the decisions at an AGM can only be made based the votes of those present at the meeting and that perhaps we should we consider offering proxy votes going forward. BC however noted that consideration would need to be given to the mechanics of this and how this could be achieved.

A vote was held by those present who agreed to the changes proposed to the draft Constitution, which will updated and signed.

NEW amended constitution to be signed

MEMBERSHIP FEES 2025/2026

ACTION

JM read through the detail of the membership fees proposal that was shared with all adult members. The detail provided in the document was to ensure the approach was fair and transparent and applied equitably to all.

In summary the proposal included the following recommendations:

- Guaranteed no increase in fees for 3 years
- Introduction of membership for Adults with SEN/Registered Disability
- Introduction of 3 month & 6 month membership packages for some membership types
- Payment Plans for some membership types
- Amalgamated Junior categories (Primary & Under 18)
- Clarity on renewal fee payments
- Enhanced Value club funded coaching sessions to be introduced

Feedback received ahead of the AGM suggested members broadly supported the proposal, but there were mixed opinions regarding the proposals that had been circulated in respect of Associate members.

JM clarified for those present that an Associate is an individual who plays the majority of their tennis at their home club, through which they are affiliated to Tennis Ireland, and is using OLTC as a secondary club.

With the current fee structure, it would be possible for an Associate to be an affiliated member of another Club and an Associate member of OLTC and pay less in total for the unlimited use of the OLTC facilities and their own club than OLTC affiliated (Primary) members pay just for OLTC membership. The proposal to increase the Associate membership fee was to ensure that Primary members were not disadvantaged.

JM shared with the attendees a summary of the proposals that were being put forward for at the AGM with a view to reaching a consensus.

Committee - Option 1

The original proposal was to increase the Associate fee to £130 with no restrictions other than Associate members cannot be resident in/within 15 miles of Omagh.

Committee - Option 2

Further to feedback from some members (both Associates & Primary) to the original proposal an alternative proposal was circulated increasing the fee to £120, with no residency restriction, but with no access to Club/Social night tennis and coaching sessions and court play time would be limited to 10 hours per month.

A further two options had subsequently been submitted and were put forward to the AGM:

Edwin - Option 3

Increase the fee to £120 for Associates, with no restrictions on usage, however an individual could only be an Associate member of OLTC for a max. 2 years (including this year) and then must then become a full member.

Bridget - Option 4

Increase the fee to £120 with no restrictions on TENNIS play time or residence, but excludes Club paid 'coaching sessions', which are only available to members affiliated to T.I. through OLTC.

There was a debate regarding the various options with the following views being shared:

- Some felt that a limit on playing time was important to ensure that OLTC was only being used as a second Club and the cheaper membership was not being abused by Associates.
- Some felt that limiting playing time would be detrimental to OLTC Primary members who often play with Associates, which improves their game and personally they get greater value from their membership as a result.
- It was noted that no issues had ever been raised that Associates using the Club restricted the availability of court time for Primary members at any point.
- It was noted that the proposed limit of 10 hrs playing time per month had been proposed based on the current average hours played at the Club by the majority of the Associates being 7 hrs per month.
- Whilst it was possible for the Club to monitor Associate usage, it was felt that rather than applying a limit that the vast majority would not exceed anyway and potentially create ill feeling, which nobody wanted, that if we had anyone who was using the Club as a 'home Club' that a conversation should simply be had with them about joining OLTC as a full member.
- Some felt it was important that the resident rule was incorporated.
- Some felt it was important that the proposed new club paid coaching sessions that were to be introduced, should not be extended to Associates.

It was questioned whether OLTC validated that an Associate is affiliated to another club. BC advised that the information was now being requested through the application and renewal process and going forward checks would be made.

Concerns were also raised about the proposed guarantee of no increase in fees for 3 years and how it could create an issue for the Club if for unforeseen reasons any of the membership fees did need to be raised.

Gary Curry requested that a fifth option be put forward for consideration, which was in effect the same as option 4, however the fee should be increased to £130. This would make it financially more attractive for an individual to become a full member of OLTC.

Votes through a show of hands were then completed against each Associate option with the results as follows:

Option 1Fee £130, not resident within 15 miles of Omagh.3 VOTESOption 2Fee £120, court play time limited to 10 hours pm, etc.0 VOTESOption 3Fee £120, max. 2 yrs & must become a full member.3 VOTESOption 4Fee £120, but excludes 'coaching sessions'1 VOTEOption 5Fee £130, but excludes 'coaching sessions'14 VOTES

A vote was then held to not include the restriction of no increase in fees guaranteed for 3 years, which was agreed by all present. It was recognised that the Club currently had no APPROVED intention to increase fees and would only look to do so if absolutely necessary. membership fees to be The 2025/2026 Membership Fees document will be updated to reflect the approved changes circulated to and will be circulated to all members all members. **ELECTION OF NEW COMMITTEE ACTION** 5 JM noted that all existing committee members would be standing down from their roles and thanked them for their commitment and hard work, which had ensured that the club has gone from strength to strength over the past year. JM advised that nominations had been received for all the new committee roles, which would now be put forward to the AGM. Before doing so JM asked if there were any other members present who hadn't yet put themselves forward, but who would like to be considered for any of the roles. No new nominations were received. JM read out the nominations for the new 2024/2025 committee, which were all approved as follows: Chairperson: Jim McCann Secretary: Adam McGlue Treasurer: **Bridget Collins** Membership Registrar: Gillian McCrory Competition Events Organiser: **Edwin Johnson** Clubhouse & Social Events Officer: Anne Louise Hicks Sponsorship Officer: **David Grainger** Youth & Child Safeguarding Officer (& Children's Officer): Karen Atchison Youth & Child Safeguarding Officer (& Children's Officer): Kevin Grimes Club Facilities/Health and Safety officer: Conor Loughrey PRO: Claire Martin JM welcomed the new committee and thanked each of the members of the previous Committee who had decided not to continue on the Committee this year. He recognised the many years of hard work and commitment they had given to the club, which was greatly valued by all, and that the on-going support that he knew they would continue to provide, would continue to be appreciated. Thanks were endorsed by all in attendance for Sean O'Neill, Sean O'Donnell, Gary Curry, Olive Key and in particular Valerie Rowan, who had played such an important role at the Club from outset and had been instrumental with Billy Pollock in getting the Clubhouse established. 6 **ANY OTHER BUSINESS** 6.1 Carla McEldowney raised that on court 1 the sun often makes it difficult to see the ball when Additional screening to shining across the court in the morning and requested if the green screening could be be put up on extended up another level at the top. JM confirmed this will be picked up by the new court 1 Committee. 6.2 Introduce Niamh Murnaghan requested that a doubles ladder be introduced, which would help players doubles gain experience and improve their play together ahead of tournaments. It was agreed this was ladders a great idea and should be set up for ladies, mens & mixed doubles. JM confirmed this will

also be picked up by the new Committee.

6.3	BC advised that a request had been received from Katrina Deas for a Notice Board to be set up at the Club that would allow members to signpost other things going on in the community that could be of interest to other members, that wouldn't necessarily be appropriate to share in the Tennis WhatsApp Group. It was agreed that an external notice board would be set aside for this, but that members should check with a committee member before posting anything to ensure that it would create no issues e.g. promoting companies & products wouldn't be acceptable.	External Notice Board to be set up for Club member use.
6.4	Mary Coney raised that next year would mark the 20 th Anniversary of the Clubhouse (Inaugurated on 11 th June 2005) and she proposed that the Club should organise an event to celebrate this. It was agreed that this was a great idea and it will be taken forward by the Committee	Organise an event to mark the Clubhouse 20 th Anniversary
6.5	BC commented that it had been great to receive so many positive suggestions at the AGM, but that we shouldn't have to wait for the annual event for ideas to be put forward and that a suggestion box should be introduced for individuals to raise any ideas and improvements that they think the Club should consider throughout the year. JM confirmed that this will also be picked up by the new Committee.	Suggestion box to be introduced
	JM thanked everyone for attending and for the positive contribution they had made to the discussions and closed the meeting.	

Profit And Loss Account for Year Ended 31 August 2024

<u>Income</u>		2024		2023
Membership Fees Collected	£	26,779.00	£	26,277.73
Pay and Play and Non Member Fees	£	3,544.50	£	985.00
Light Tokens	£	1,311.00	£	875.00
Hire of Clubrooms	£	4,420.00	£	4,690.00
Competion Income	£	1,040.00	£	563.50
Coaching Profit	£	3,725.00	£	1,490.00
Grants Received	£	-	£	21,540.00
Court side advertising	£	2,050.00	£	-
Interest Received	£	138.92	£	71.99
Total Income	£	43,008.42	£	56,493.22
Expenses				
Tennis Ireland Capitation	£	2,184.00	£	1,672.00
Court Fees	£	360.00	£	360.00
Electricity	£	1,770.35	£	1,970.42
Insurance	£	2,245.00	£	2,352.34
Clubhouse Maintenance	£	2,252.39	£	1,418.62
Heat - Oil	£	1,423.00	£	2,144.10
Phone and Internet	£	326.91	£	402.98
Website Costs	£	312.40	£	135.45
Court Maintenance	£	2,884.80	£	1,166.91
LED Lights Upgrade	£	-	£	8,518.80
Coaching Equipment and Balls	£	542.20	£	438.21
Donations	£	340.00	£	285.00
Health, Safety and Fire Risk Costs	£	1,236.80	£	638.40
Acebook Online Booking	£	755.36	£	655.60
Water	£	180.96	£	243.28
New court maintenance equipment	£	2,016.00	£	-
Clubhouse improvements	£	735.00	£	-
Bank Fees	£	384.19	£	271.56
Paypal Fees	£	654.91	£	495.00
Total Expenses	£	20,604.27	£	23,168.67
Senior Tournament Profit	£	951.77	£	296.19
Net Profit	£	23,355.92	£	33,620.74
Capital Projects				
Court 1 Project	£	-	£	8,009.86
Total Loss / Profit	£	23,355.92	£	25,610.88

Summary of Bank Accounts

		31/08/2024		31/08/2023		
Club Account	No 1 Account	£	45,560.75	£	21,326.10	
Tournament Account	No 2 Account	£	3,324.01	£	1,697.16	
Deposit Account	Ulster Bank	£	22,333.94	£	8,098.01	
Deposit Account	Danske Banke	£	-	£	-	
Paypal		£	213.04	£	15,668.55	
Total		£	71,431.74	£	46,789.82	
Tyrone Open Sponsors						
McBride Spar		£	800.00			
McAleer Jackson Acc	countants	£	400.00			
		£	1,200.00			
Internal Tournament Spon						
Adams and Pollock		£	200.00			
McBrien and McSorl	ley	£	200.00			
		£	400.00			