**DTTC Committee Meeting at DTTC 19:30 Monday 26th February 2024**

**Present:** Anne Borrowdale, Graeme Boyd, Norma Brown, Gordon Duffy, Kay Solaja, Graham Gault (via WhatsApp), Jason Fleming (via WhatsApp)

Shannon has withdrawn from committee; Dawid is interested in being on the committee, but could not attend this time.

**1. Apologies**: Dylan, Steve

**2. Minutes of Last meeting**

Agreed, including addendum added from WhatsApp discussion re Local Energy Scotland grant application

**3. Matters Arising not on agenda**

* Rotary Club quiz at The Cairndale Hotel: won by our team Bats out of Hell (Graeme B, Annie and Paul B, Norma and Kenny)
* New Coaching email @dumfriesttc.co.uk is in use by Norma/Shannon, Dylan has access.Norma checks weekly. Anyone replying to enquiries about coaching on Facebook should check if there are spaces available, as some classes are full **Action:** those with FB access
* Reuben has designed a comprehensive membership registration form to be completed online and feed through into a spreadsheet. Anne/Reuben/Dylan will test out with data before bringing to committee **Action:** Dylan/Anne
* Dylan is ready to continue with a grant application for a potential Development Officer post, but discussion is needed as to what the club would want from this role. Dawid is interested, but others may be too. Agreed to ask Dylan to draft ideas with Stuart Wallis, to ensure a proper recruitment process, and to bring proposals to the next meeting. **Action** Dylan
* Upstairs kitchen refurb: Iain McLeod hopes to do this after the end of March

**4. Club Play**

**Club champs**:

A question was raised about the discussion on WhatsApp about whether to change the dates of the club championships from 15-17 March to another date, in view of a clash with regional training days for juniors. After many alternative suggestions in the WhatsApp chat, the original weekend was kept, but with Junior events moved to the Friday evening. In future, decisions about dates should be made in a committee meeting or at a sub-committee which puts a proposal to the full committee for a vote, to ensure all perspectives are heard.

* Steve has sent emails to the membership
* Anne has posted and created a page on the website
* Jason has posted on social media and plans some posts/streams throughout the day. **Action** Jason
* Entry forms now in the club
* Ladies singles on the Saturday if enough entries.
* Disability Group competition on the Sunday, entries from within that group for learning disabilities rather than wider. Some members of the group will be encouraged to enter the other events. (Steve has now emailed David Denholm about this)
* Helpers: Kenny will help with the draw and schedule. Gordon will ask Ann(e?) Brown if she is willing to help, as she has in previous years. Graeme B will be there throughout. Norma may be there on Friday evening. Anne will be there Saturday, and possibly Sunday. Anne will ask Elaine Colquhoun to help with catering (drinks, biscuits, cake) **Action** Kenny, Gordon, Graeme B, Norma (Friday if possible), Anne
* All refreshments to be served upstairs. Downstairs kitchen to be out of bounds to players, so bar can be used for paperwork
* From now on, always refer to this as the Your Move Club Championships, as per our sponsor agreement **Action** All
* Sponsors to be invited on the Saturday afternoon when the majority of finals will take place, with photos taken of sponsors/trophies/winners etc. **Action** Graeme

**League**

* Top Bananas, Watsonians and Hurricanes have all had to withdraw from the league. Their results have been removed from league tables and player averages
* Teams to play each other twice rather than three times next season, with a cup competition at the end of the season. This also gives more time to catch up with postponements – though we may need to be stricter on our rules for rearranging fixtures. Jason will bring this to the committee for discussion after the season ends. (Please also include the issue raised by the Watsonians with Gordon – I overlooked this during the meeting, sorry, Dep Sec!) **Action** Jason
* Issues raised via WhatsApp on coaching during matches and non-players in the court area have been resolved.

**5. Free Play for first time visit to the club**

Kay proposed that we should scrap the “first time visit to club free” for Saturday morning and Monday evening open sessions, as attendees are often visitors who only come once. Free first time offer to be kept for over-50s, where acts as a good taster for those who become regulars. Agreed. Anne will amend the website and posters/fliers **Action:** Anne

**6. Building/Maintenance**

**Solar Panels:**

* We are through to the second stage of our application to the Local Energy Scotland CARES fund for £16,581. Agreed to meet the remaining £4,145 from club funds unless we can get a grant from the Annandale and Nithsdale Community Benefit fund for this.
* We have been offered a free energy audit by Business Energy Scotland, to help identify further energy saving and grant funding.

Maintenance issues from WhatsApp:

* Damp in kitchen area – company approached by Graham G are not responding, he will contact another company. **Action** Graham G
* New heaters are all installed, work completed, invoice paid. Old heaters salvaged for £20.16.

Graham G suggested lowering those in the middle of the hall to make them more effective, but probably not enough cable. The heater above the front door has been removed, as not used.

* Hall lights now in 4 quarters. Players to be reminded to switch on only as many lights as needed if the hall is not full. Notice needed. **Action:** Anne
* Ladies toilet light now works, but stays on a long time.Strip lights upstairs need fixing –– electrician required. **Action:** Graham G
* Sink area left untidy. Anne will produce a sign **Action:** Anne
* Empty boxes from heaters are still in hall cupboard. Gordon will remove **Action:** Gordon

**Damage to tables** Further communications/demonstration needed re putting tables up and down – and reminder to league team secretaries. Longer-term, Dylan will apply to Holywood Trust for grant for four new Butterfly rollaway tables **Action** Dylan

**7. Sponsorship Update: Action: Graeme unless otherwise stated!**

**Sponsor Overview:**

* Premier: Your Move Dumfries. To be paid. Paying £125 quarterly, invoices drawn up and sent.
* Junior: Fusion Renewables. Paid £400.
* National League: Genesis OHS. Paid £400.
* Gold: Graeme Anderson. Paid £250.
* Supporter: 7 Supporters committed (£350 to be paid).
* Fresh round of new sponsor outreach to begin after Club Champs. Always open to any ideas or warm leads!

**Banners:**

* 3 x 200 x 100. In progress.
* 1 x 200 x 70. In progress.
* Graeme pushing to have banners in place by Club Champs to be mounted in the main hall. Kay and Gordon will do **Action:** Kay, Gordon
* When we get banners it would be great to get some photos with our sponsors and the relevant groups – maybe at Club Champs.

**Sponsor Board:**

* 100 x 110. In progress. Mock attached. Supporters will be added to each block.
* Graeme pushing to have this in place by Club Champs to be mounted in the viewing gallery.

**Communications:**

* Facebook posts: Copy has been approved by sponsors. Request to post Your Move, Fusion and Genesis  over the next 2 weeks on Facebook. Graeme Anderson to follow.
* Website news stories: Request to mirror Facebook posts on website.
* Standard/Press: Would love to investigate a mention for our sponsors in the next report.
* Graeme still pushing for logos for Anne for use in our communications

**Junior Shirts:**

* Rostrum can do Junior shirts for £8 + VAT per unit, in navy blue with front and back printing. Agreed to buy 40 in various sizes to sell to junior members at cost.
* Graeme to email Dylan about ‘premium’ Butterfly Junior and team player shirts via Tees Sports.

**National League Shirts:**

* Graeme to work with Dylan on shirt selection and printing ahead of 2024/2025 season.

**Sponsors @ Club Champs:**

* All mentions of Club Champs to be branded with our Premier Sponsor at all times: Your Move Dumfries Club Championships 2024.
* Brand the Junior Club Champs with our Junior Sponsor: Fusion Renewables Dumfries Club Championships 2024.
* Graeme will communicate the Club Champs to all sponsors and invite them to attend.
* We will try to schedule the finals in each category to create more of a ‘moment’ to rally around, and to ensure sponsors are present at prize-giving? Graeme to discuss with Jason

**7. Update on Social Events**

Shannon no longer willing to be involved with social events

Graeme B will lead on social evening 10 May, with Steve,including making a fuss of sponsors **Action** Graeme

**8. Financial statement** none available

**9. Health and Safety**

* Risk Assessment – to be on next agenda, find new lead if required
* More cleaning may be needed now that the hall is used more, including 2 x over-50s sessions using kitchen facilities. Norma and Gordon will see what conditions are like on a Thursday evening. Potentially could ask the cleaners to add another day (2 = 2 = 4 hours total)  **Action:** Norma, Gordon

**10. AOB**

* Possibility of Friday night social junior table tennis removed from AOB pending further discussion with David Niven
* The Committee gave Shannon a signed card and box of chocolates as a thank you for her service to the committee

**Date of next meeting Monday 8th April 2024 at DTTC 19:30 (prompt!)**