



Kilbirnie Tennis Club 2018 AGM Reports

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President's Annual Report August 2018

Firstly, my apologies for not being able to attend the Kilbirnie Tennis Club's 2018 AGM, but a family event in Auckland took priority.

The 2017-18 year has been a year of consolidation for Kilbirnie Tennis Club.

The long-term planning which began last year to help secure the future viability of the club is an ongoing process.

The key strategies identified in the plan at the last AGM remain a priority:

- Membership growth
- Participation growth
- Financial sustainability
- Facilities management
- Operational excellence

To that end it has been a successful year. Throughout the country, sports clubs are suffering declining membership and participation but we have bucked the trend, with increased membership across the board, well organised club days supported by a growing number of members and reasonable participation in organised events and competitions.

The profile of the club has also been raised with participation in regional events and promotions such as Love Tennis.

Being rewarded with Club of the Year status is very encouraging and sends a clear message that we are on the right track to continue in the quest of being the finest club in the region.

This recognition and award is to be celebrated.

However, we can't afford to rest on our laurels as there is a tremendous amount of work still to be done.

The proposed new cycleways outside our door and the potential effect these changes will have on the club has been a dominant issue over the last few months. These proposals have certainly raised discussion, debate and some division amongst members with a broad range of views being expressed. As a committee we needed to take a pragmatic approach and try and work with the proposed changes as best as possible as it was very clear early on that overarching decisions had already been made by the council.

There is work continuing in the background to ensure our voices are heard and issues such as parking are addressed.

As a vibrant club we continue to enjoy

- Regular club days
- Interclub competitions – junior, mid-week and senior
- Club championships for juniors and seniors
- Handicap tournament
- Social events at the Renouf Centre
- Club challenges with Havelock North and Muritai
- Newsletters
- Notification of club activities with standardised emails and advance notification
- Ongoing maintenance both indoors and outdoors

We are also very fortunate to have the services of Troy Leamy and his team of coaches. Troy's account of all that has happened in the coaching environment throughout the year is summarised by Troy, but I would like to thank him for his enthusiasm and ongoing commitment to our progressive club.

For the future, there is always work for the committee and the club to do with key drivers being the

- Completion of the strategic plan and its review with club members;
- Creation of an annual plan based the long-term goals set out in the strategic plan.

The activities and decisions of the committee will then be guided by the goals and plans in these two essential elements of successful organisation management.

As President, and on behalf of the club, I would also like to express my sincere appreciation to all the volunteers who have contributed to the success of the club over the last year.

These individuals include:

- Current committee members, with special thanks to out going committee members Michelle McKibbin who has done a valiant job as Club Captain and Richard Braakhuis who among other things has brought in well over \$100,000 funding through grant application
- All past committee members. Their work has laid the foundation for work by the current committee
- Our active life members Diana Spice for services as mid-week club day convenor and avid supporter of our novice Senior members, Diana Maunder for services including the match committee and Graham Alderton for services to facilities management
- Jenny Everett-Wells for services to junior members
- Catherine Carter for services to gardening
- Wendy Mackevics for services as supplies manager
- All the team captains and junior team managers who provide endless organisation for our teams
- The Department of Corrections and their community work parties for their ongoing work maintaining the grounds
- There are many unsung heroes who do 'their bit' behind the scenes to assist in the smooth running and general maintenance of the club contributing their time and effort and without any other recognition, (too many to name) but we thank you.

I also wish our past Treasurer David McCrone all the very best as he battles challenging health issues. David, you may have signalled that you will not be renewing your membership but I hope to see you meet your personal challenge of getting back on the tennis court.

Finally, on a personal note, after many years of committee involvement, starting in circa 1997 with Juniors when my children first started playing, through to presidency, I am stepping down from the role of President and committee member but not from active participation in the club.

I wish the incoming committee all the best in their endeavours; and from outside committee, will continue to support the committee and the club.

Thank you

Marcia Rew

2017-18 Financial Statements July 2018

I am pleased to present the Treasurer's Report for the year ended 30 April 2018. This report should be read in conjunction with the financial statements included below.

Overall, I report the club making a surplus of \$77 for the period (a welcome change from the significant deficits in previous years). This is because of the \$8,000+ increase in operating income, mainly caused by the...

- significant increase in membership numbers (over 25%) notably as a result of the successful open days, beginner sessions, junior coaching programmes and club days, management, the efforts of those advertising membership to visitors (e.g. via the brochures) throughout the year, and the efforts of everyone else in making the club so great to join.
- increase in membership fees for the 2017/18 membership season.
- increased conversion/participation from casual players (honesty box takings are also up ~25%). Well done to those making sure they contribute financially to the club!
- changes to the inter-club fees. Last financial year, the club subsidised inter-club players ~\$872. This financial year, inter-club players covered their own costs (i.e. this activity stream ran at break-even bar \$9).
- greater returns on cash: interest is up well over 1000% (now providing a notable source of income) after being invested in term deposits and savings accounts, rather than chequing accounts as before.

Apart from this, I also report that:

- A donation was received from Terry Yee. Thanks!

Furthermore, I suggest that:

- The recent 'Club of the Year' title be promoted heavily in the upcoming membership season as there's a lot of goodwill attached to this (unfortunately, nothing in the statements though!).

Chris Sole
KTC Treasurer

Statement of Financial Performance for the year ending on the 30th of April 2018

	Note(s)	\$	\$
<u>Operating Income</u>			
Senior membership subscriptions (net)	14,15	16,612	
Tennis Central affiliation	16,17	(4,466)	
Club session costs (balls)	17	(1,336)	10,810
Junior 12-18 membership subscriptions (net)	14,15	4,300	
Tennis Central affiliation	16,17	(1,635)	
Provided coaching	20	(456)	2,209
Junior <12 membership subscriptions (net)	14,15	5,583	
Tennis Central affiliation	16,17	(1,037)	
Provided coaching	20	(1,144)	3,402
Inter-club registration	28	3,950	
Inter-club team registration		(2,623)	
Balls used in inter-club competitions	19	(1,336)	(9)
Shop sales (net)		411	
Shop supplies		(387)	
Shrinkage/Spoilage		(30)	
Electricity (shop fridge)	27	(125)	(132)
Event participation (net)		282	
Event costs	11,22	(46)	236
Court hire			
From the honesty box	18	2,090	
From the coaching agreement		1,000	3,090
Interest			744
			20,351
	Gross Income		

		Gross Income	20,351
<u>Operating Expenses</u>			
Advertising		(401)	
Bad debts		(120)	
Ball machine repairs		(75)	
Barbeque repairs		(21)	
Cleaning		(23)	
Coaching (open day)		(113)	
Court grooming		(2,394)	
Disposals		(110)	
Doubtful debts		(495)	
Electricity (general)		(922)	
General supplies		(207)	
Grass cutting		(90)	
Insurance		(1,316)	
Internet connection		(69)	
Land lease		(2,234)	
Net repairs		(92)	
Plumbing		(599)	
Refreshments		(34)	
Water		(354)	(9,668)
	Operating Cash Income		10,682
Depreciation	11		(10,059)
	Operating Income		623
<u>Other Income</u>			
Donations		5	5
<u>Other Expenses</u>			
Clubhouse painting	28	(474)	
Planting		(77)	(551)
	Surplus for the year		77

Statement of Financial Position as at the 30th of April 2018

	Note(s)	\$	\$
Assets			
<u>Current Assets</u>			
Accounts Receivable	13	2,574	
Accrued Income		143	
Inventory		1,152	
Petty Cash		108	
Savings Account		14,599	
Term Deposit (3.35% p.a. due 16 OCT 2018)		15,395	
Trading Account		1,434	
Prepayments		<u>1,266</u>	36,672
		36,672	
<u>Non-Current Assets</u>			
Property, Plant and Equipment	12	<u>72,300</u>	72,300
		Total Assets	
		<u>108,972</u>	
Liabilities			
<u>Current Liabilities</u>			
Accounts Payable		(903)	
Accrued Expenses		(69)	
Income in advance		(10,240)	
Swipe card deposits	26	<u>(180)</u>	(11,392)
		Total Liabilities	
		<u>(11,392)</u>	
			<u>97,580</u>
			Net Assets
			<u>97,580</u>
			<u>Equity</u>
			Equity at start of the year
			97,503
			Surplus for the year
			<u>77</u>
			Equity at end of the year
			<u>97,580</u>

Notes to the financial statements:

Note 1: Reporting Entity

The Kilbirnie Tennis Club Incorporated is registered under the Incorporated Societies Act 1908.

Note 2: Accrual Accounting

Transactions are recorded when they occur and represented in the period in which they relate.

Note 3: Principle of materiality

The principle of materiality has been applied when considering financial transactions.

Note 4: Measurement Base

These financial statements have been prepared on a historical cost basis.

Note 5: Depreciation

Depreciation has been calculated on a systematic basis over the economic life of the asset.

Note 6: Inventories

Inventories have been valued at the lower of cost and net realisable value.

Note 7: Prudence

The notion of prudence has been applied when making judgements under conditions of uncertainty.

Note 8: Income Tax

The club is a not-for-profit organisation exempt from income tax by the Inland Revenue Department.

Note 9: Goods and Services tax

The club's revenue for the 2017/18 financial year was not expected to exceed and did not exceed \$60,000 and did not include GST when selling services to customers and was therefore exempt from goods and services tax. Note this means all expenses include GST.

Note 10: Going concern

The management committee has no intention to liquidate the club and believes that it will survive into the foreseeable future.

Note 11: Monetary measure

All figures are in New Zealand dollars. It follows that Tennis Central points awarded to affiliated clubs which have been used to book courts at the Renouf Tennis Centre to host events and to pay for competition registration have not represented in the financial statements (*see Note 22 for details*).

Note 12: Property, Plant and Equipment

Fixed Asset	Rate	Method	Beg. value	Additions	Disposals	Depreciation	Carry. amt.
Buildings	2.50%	DV	13,725	0	0	343	13,382
Equipment	20.00%	DV	340	0	0	68	272
Fences	10.00%	DV	2,555	0	0	256	22,300
Courts	14.28%	DV	64,503	0	0	9,211	55,292
Ball machine	20.00%	DV	38	0	0	8	31
Sign	20.00%	SL	553	0	0	111	443
Barbeque	20.00%	SL	314	0	0	63	252
Table	-	-	0	200	0	-	200
Shelving unit	-	-	0	129	0	-	129
			<u>82,030</u>	<u>329</u>	<u>0</u>	<u>10,059</u>	<u>72,300</u>

The depreciation rates for all assets have been taken from the previous financial statements. Any apparent assets within the club that have not been included in these statements are assumed to have a nil carrying amount.

Note 13: Accounts Receivable (includes doubtful debts)

There are \$495 in doubtful debts, estimated from the apparent likelihood of debts being recovered from the current debtors, given past experiences and the nature of the transactions.

	\$
Accounts Receivable	3069
less Allowance for Doubtful Debts	495
	2574

Note 14: Membership year and financial year are different periods

The membership year is from September to August whereas the financial year is from May to April. Because of this, the membership fees for the 2017/18 financial year consist of the proportion of the membership fees which relate to the last four months of the 2016/17 membership year and the proportion of the membership fees which relate to the first eight months of the 2017/18 membership year.

Note 15: Inclusion of casual (and trial) members

All casual and trial members were of the senior age and acted as senior members for the 2017/18 season, and hence their subscriptions have been merged with the other senior membership subscriptions.

Note 16: Affiliation fees were based on previous year’s membership numbers

Tennis Central based the affiliation fees payable for the 2017/18 financial year on the membership numbers submitted on the 30th of April 2017 (during the 2016/17 financial year). This means that the 2017/18 affiliation fees do not directly correlate with the 2017/18 membership numbers or fees.

The 2018/19 affiliation fees (based on the 2017/18 membership numbers) are as follows:

Membership category	Affiliation fees (\$)
Life	164
Senior	5,095
Junior 12-18	1,895
Junior <12	1,711

Note 17: Not all members are affiliated members

- There are full member(s) who are already affiliated with other clubs (e.g. by also being a member of that club) and therefore do not have their affiliation fees paid by this club.
- There are also full members who have registered before the affiliated membership return date (30th April during the membership year) but have not had their affiliation fees paid because they only completed payment after the due date.
- There are also full members who, because they joined between the 1st of May and the 31st of August do not have their affiliation fees paid as they joined after the affiliated membership return date of the 30th of April, but before the end of this club’s membership season.
- All casual members (including trial members) are not affiliated.

For the above reasons, and others (see Note 13), not even the 2018/19 affiliation fees based on the membership numbers submitted at the end of the 2017/18 financial year exactly correlate to the membership numbers or fees at the end of the 2017/18 membership season.

Note 18: Honesty box takings are stated as being for private court use

It is stated that practically all honesty box takings were from people who have used the club's facilities privately, as payments for club day participation in theory were collected by the organiser of that club day and noted as being for that purpose, either as a marked/noted one-off payment collected separately from honesty box takings or as a contribution to a membership subscription.

Note 19: Balls were shared between inter-club use and club sessions

\$2671 in balls were bought for inter-club, however, these were to be returned for use at club days. It is assumed all balls were returned in good condition, so half the depreciation was from club use. Since the club's own hitting sessions are almost exclusively attended by senior members, the allocation of depreciation to those sessions has been stated as a direct cost of senior subscriptions.

Note 20: Costs of coaching included balls

The coaching provider provided all the balls used at the club's coaching sessions and their own.

Note 21: Land lease in force

The club leases land from the Wellington City Council. This lease expires on the 30th of June 2023. The Wellington City Council also has the right to cancel the lease by no less than six months' written notice, in which case the land and all improvements will revert to the Council without compensation.

Note 22: Tennis Central affiliation points were used

The club was allocated points which is the equivalent of New Zealand Dollars in the view of Tennis Central and are allocated based on membership numbers. These were primarily used to book courts at the Renouf Centre.

Note 23: Figures have been rounded

All figures have been rounded to the nearest dollar, but summations have been with the true values.

Note 24: Quote for repair of courts 1 and 2 has been received

A quote of \$15000 to repair cracks in the court has been received.

Note 25: No invoice for engraving received

Engraving was done for the club in a commercial context, but no invoice was received.

Note 26: Swipe card deposits not known to be exact

The \$180 liability for swipe cards represents known deposits (to the current Treasurer) that have not been refunded. The true amount may be greater.

Note 27: Electricity usage for the shop fridge has been estimated

The cost of running the shop fridge has been estimated based on the cost of electricity per unit (kWh), and the current electricity rating/performance of the shop fridge.

Note 28: Existing coaching contract terminated, licensee replaced

A contract for coaching with Capital Coaching Limited, scheduled to expire on 31 Sep 2018, was terminated effective 31 Aug 2017. A similar contract for licensing coaching services was then enacted effective 1 Sep 2017 between Troy Leamy (acting as Rise Up Tennis) and the KTC Inc. It provides \$1000 in revenue and \$3200 in expenses per year.

Note 29: Some inter-club tournaments were only open to KTC members

Some inter-club competitions only allowed KTC members to play for the club (while others allowed other clubs' members too), so inter-club fees and membership subs weren't fully mutually-exclusive.

Note 30: Clubhouse painting was purely cosmetic

As it was purely cosmetic, it is not a repair/maintenance cost and thus not an operating expense

Note 31: Interpretation of non-disclosed financial information

There may be information that arose before I became Treasurer or around that time, possibly having a material effect on these financial statements, that have not been reflected in these financial statements. There may also be material information regarding these financial statements that has arisen during me being Treasurer that have not been included as a result of the information not reaching me. It follows that any apparent assets within the club that have not been included in these statements are assumed to have a nil carrying amount, all accounts not represented have been closed, either by complete payment or a write-off in its respective year, and that incomplete payments not known to be incomplete payments have been considered as a full payment i.e. the price of the good/service.

2016-17 Financial Statements July 2017 (updated June 2018)

I am pleased to present the Treasurer's Report for the year ended 30 April 2017, having become the Treasurer late February this year. This report should be read in conjunction with the financial statements included below.

Overall, I report the club making a deficit of \$4,416 for the period. This includes depreciation which has not been included in statements from previous years. Other items contributing to the deficit include:

- Significant maintenance (nearly \$5,000) including over \$2,000 in plumbing expenses and \$2,000 for court grooming. Another \$617 was spent on cosmetic painting and \$15k was quoted for court repairs.
- Drop in membership numbers (~6%), mainly in the junior 12-18 age-group, although this is less than the 11% drop in membership across Wellington city clubs.
- Income from grants is less than in previous years.

Apart from this, I report that:

- A bequest was received from Alan Hamilton and donations were received from Graham Alderton, Diana Maunder, Geoff Fletcher, and Oscar Cole.
- Grants were received from Lion Foundation for court grooming (\$1,500) and Eastern Suburbs Sports Trust trust for junior coaching (\$1,500).
- The Bollinger event was great financially, having provided over \$1,100 in revenue to the club. I think we should aim to do more of these events, broadening our revenue streams.
- The Pro Shop has expanded its sales, to an amount almost four times that of the previous financial year (now \$801). This is great as the club both earns profit from these sales and provides a good service.
- I arranged a term deposit (3.59%) and saver accounts (2.10%) to earn greater interest (was 0.10%).

Furthermore, I suggest that:

- We should aim to advertise more which should increase membership and revenue.
- We move to accept the proposed membership subscription changes because the current rates are not financially sustainable in the long-term.
- Any help getting grants and managing fundraising events be completely welcomed.

Chris Sole
KTC Treasurer

Statement of Financial Performance for the year ending on the 30th of April 2017

	Note(s)	\$	\$
<u>Operating Income</u>			
Senior membership subscriptions (net)	12,13	14,618	
Tennis Central affiliation	14,15	(4,424)	
Club session costs (balls)	17	(1,169)	9,025
Junior 12-18 membership subscriptions (net)	12,13	4,157	
Tennis Central affiliation	14,15	(2,158)	
Provided coaching	18	(1,120)	879
Junior <12 membership subscriptions (net)	12,13	3,037	
Tennis Central affiliation	14,15	(1,001)	
Provided coaching	18	(2,000)	36
Inter-club registration	28	2,925	
Inter-club team registration		(2,628)	
Balls used in inter-club competitions	17	(1,169)	(872)
Shop sales (net)		801	
Shop supplies		(451)	
Electricity (shop fridge)	25	(175)	175
Event participation (net)		1,397	
Event costs	10,20	(628)	769
Court hire			
From the honesty box	16	1,657	
From the coaching agreement		1,000	
From arranged events		1,180	3,837
Room hire			200
Equipment hire			20
Interest			61
			<hr/>
	Gross Income		14,130

			Gross Income	14,130
<u>Operating Expenses</u>				
Advertising			(289)	
Bad debts			(520)	
Court grooming			(1,932)	
Cleaning			(85)	
Disposals			(52)	
Electricity			(617)	
Fence and windbreak repairs			(129)	
Grass cutting			(104)	
Insurance			(1,291)	
Internet connection			(7)	
Land lease			(1,965)	
Lock repairs			(229)	
Net repairs			(344)	
Plumbing			(2,038)	
General supplies			(313)	
P.O. Box			(175)	
Water			(354)	(10,444)
				<u>3,685</u>
			Operating Cash Income	3,685
Depreciation		11		<u>(11,561)</u>
			Operating Income	(7,876)
<u>Other Income</u>				
Donations			77	
Bequests			1,000	
Grants		26	<u>3,000</u>	4,077
<u>Other Expenses</u>				
Clubhouse painting		29		<u>(617)</u>
			Deficit for the year	(4,416)

Statement of Financial Position as at the 30th of April 2017

	Note(s)	\$	\$
Assets			
<u>Current Assets</u>			
Accounts Receivable		266	
Accrued Income		7	
Inventory		1,108	
Petty Cash		140	
Savings Account		4,961	
Term Deposit (3.59% p.a. due 19/JAN/2018)		15,000	
Trading Account		2,335	
Prepayments		<u>1,111</u>	24,928
		24,928	
<u>Non-Current Assets</u>			
Property, Plant and Equipment	11	<u>82,030</u>	82,030
Total Assets		<u>106,958</u>	
Liabilities			
<u>Current Liabilities</u>			
Accounts Payable		(1,400)	
Accrued Expenses		(81)	
Income in advance		(7,854)	
Swipe card deposits	24	<u>(120)</u>	(9,455)
Total Liabilities		<u>(9,455)</u>	
Net Assets			<u>97,503</u>
<u>Equity</u>			
Equity at start of the year			101,919
Deficit for the year			<u>(4,416)</u>
Equity at end of year			<u>97,503</u>

Notes to the financial statements:

Note 1: Reporting Entity

The Kilbirnie Tennis Club Incorporated is registered under the Incorporated Societies Act 1908.

Note 2: Accrual Accounting

Transactions are recorded when they occur and represented in the period in which they relate.

Note 3: Principle of materiality

The principle of materiality has been applied when considering financial transactions.

Note 4: Measurement Base

These financial statements have been prepared on a historical cost basis.

Note 5: Depreciation

Depreciation has been calculated on a systematic basis over the economic life of the asset.

Note 6: Inventories

Inventories have been valued at the lower of cost and net realisable value.

Note 7: Income Tax

The club is a not-for-profit organisation exempt from income tax by the Inland Revenue Department.

Note 8: Goods and Services tax

The club's revenue for the 2016/17 financial year was not expected to exceed and did not exceed \$60,000 and did not include GST when selling services to customers and was therefore exempt from goods and services tax. Note this means all expenses include GST.

Note 9: Going concern

The management committee has no intention to liquidate the club and believes that it will survive into the foreseeable future.

Note 10: Monetary measure

All figures are in New Zealand dollars. It follows that Tennis Central points awarded to affiliated clubs which have been used to book courts at the Renouf Tennis Centre to host events and to pay for competition registration have not represented in the financial statements (*see Note 13 for details*).

Note 11: Property, Plant and Equipment

Fixed Asset	Rate	Method	Beg. value	Additions	Disposals	Depreciation	Carry. amt.
Buildings	2.50%	DV	14,077	0	0	352	13,725
Equipment	20.00%	DV	425	0	0	85	340
Fences	10.00%	DV	2,839	0	0	284	2,555
Courts	14.28%	DV	75,249	0	0	10,746	64,503
Ball machine	20.00%	DV	48	0	0	10	38
Sign	20.00%	SL	0	604	0	50	553
Barbeque	20.00%	SL	0	349	0	35	314
			92,638	953	0	11,561	82,030

The depreciation rates for all assets have been taken from the previous financial statements with the exception of the sign, where its five-year warranty has been used, and the barbeque, which has been estimated as no other information is available. Note that the depreciation amounts for the sign and barbeque have been calculated since their addition.

Note 12: Membership year and financial year are different periods

The membership year is from September to August whereas the financial year is from May to April. Because of this, the membership fees for the 2016/17 financial year consist of the proportion of the membership fees which relate to the last four months of the 2015/16 membership year and the proportion of the membership fees which relate to the first eight months of the 2016/17 membership year.

Note 13: Inclusion of casual (and trial) members

All casual and trial members (net subscriptions totalling \$515) were of the senior age and acted as senior members for the 2016/17 season, and hence their subscriptions have been merged with the other senior membership subscriptions.

Note 14: Affiliation fees were based on previous year’s membership numbers

Tennis Central based the affiliation fees payable for the 2016/17 financial year on the membership numbers submitted on the 30th of April 2016 (during the 2015/16 financial year). This means that the 2016/17 affiliation fees do not directly corelated with the 2016/17 membership numbers or fees.

The 2017/18 affiliation fees (based on the 2016/17 membership numbers) are as follows:

Membership category	Affiliation fees
Life	\$163
Senior	\$4,466
Junior 12-18	\$1,635
Junior <12	\$1,037

Note 15: Not all members are affiliated members

- There are full members who are already affiliated with other clubs (e.g. by also being a member of that club) and therefore do not have their affiliation fees paid by this club.
- There are also full members who have registered before the affiliated membership return date (30th April during the membership year) but have not had their affiliation fees paid because they only completed payment after the due date.
- There are also full members who, because they joined between the 1st of May and the 31st of August do not have their affiliation fees paid as they joined after the affiliated membership return date of the 30th of April, but before the end of this club’s membership season.
- All casual members (including trial members) are not affiliated.

For the above reasons, and others (see Note 13), not even the 2017/18 affiliation fees based on the membership numbers submitted at the end of the 2016/17 financial year exactly correlate to the membership numbers or fees at the end of the 2016/17 membership season.

Note 16: Honesty box takings are stated as being for private court use

It is stated that practically all honesty box takings were from people who have used the club’s facilities privately, as payments for club day participation in theory were collected by the organiser of that club day and noted as being for that purpose, either as a marked/noted one-off payment collected separately from honesty box takings or as a contribution to a membership subscription.

Note 17: Balls were shared for interclub and club sessions

\$2,338 in balls were bought for interclub, however, these were to be returned for use at club days. It is assumed all balls were returned in good condition, so half the depreciation was from club use. Since the club’s own hitting sessions are almost exclusively attended by senior members, the allocation of depreciation to those sessions has been stated as a direct cost of senior subscriptions.

Note 18: Costs of coaching included balls

The coaching provider provided all the balls used at the club’s coaching sessions and their own.

Note 19: Land lease in force

The club leases land from the Wellington City Council. This lease expires on the 30th of June 2023. The Wellington City Council also has the right to cancel the lease by no less than six months' written notice, in which case the land and all improvements will revert to the Council without compensation.

Note 20: Tennis Central affiliation points were used

The club was allocated 3175 points which is the equivalent of 3175NZD in the view of Tennis Central and are allocated based on membership numbers (\$5 per member aged 18 and under; \$10 per member aged 19+). These were used to book courts and pay interclub fees.

Note 21: Figures have been rounded

All figures have been rounded to the nearest dollar, but summations have been with the true values.

Note 22: Quote for repair of courts 1 and 2 has been received

A quote of \$15000 to repair cracks in the court has been received.

Note 23: No invoice for engraving received

Engraving was done for the club in a commercial context, but no invoice was received.

Note 24: Swipe card deposits not known to be exact

The \$120 liability for swipe cards represents known deposits (to the current Treasurer) that have not been refunded. The true amount may be greater.

Note 25: Electricity usage for the shop fridge has been estimated

The cost of running the shop fridge has been estimated based on the cost of electricity per unit (kWh), and the current electricity rating/performance of the shop fridge.

Note 26: Grants were received for some activities

Grants were received from Lion Foundation (\$1,500) for court grooming and Eastern Suburbs Sports Trust (\$1,500) for junior coaching.

Note 27: Coaching contract under review

A contract for coaching with Capital Coaching Limited, scheduled to expire on 31/9/2018, is active. However, it is currently under review. It provides \$1000 in revenue and \$3120 in expenses per year.

Note 28: Some inter-club tournaments were only open to KTC members

Some inter-club competitions only allowed KTC members to play for the club (while others allowed other clubs' members too), so inter-club fees and membership subs weren't fully mutually-exclusive.

Note 29: Clubhouse painting was purely cosmetic

As it was purely cosmetic, it is not a repair/maintenance cost and thus not an operating expense.

Note 30: Possible effect of changes in holder of Treasurer's position/change in accounting policies

The holder of the Treasurer's position changed late January 2017, which has apparently meant a change in some accounting policies to those stated above. As a result, the figures reported for the previous financial year (2015/16) may not balance with those reported in the financial year being reported for in this document (2016/17). Furthermore, as this change of position was made near the end of the 2016/17 financial year, there may be information that arose before or around that time, possibly having a material effect on these financial statements, that have not been reflected in these financial statements. It follows that the apparent assets within the club that have not been included in these statements are assumed to have a nil carrying amount, and all accounts not represented have been closed, either by complete payment or a write-off in its respective year, and that incomplete payments not known to be incomplete payments have been considered as a full payment i.e. the price of the good/service.

Head Coach Annual Report

July 2018

Hi everyone,

What a year it has been for Kilbirnie Tennis Club and Coaching! Very proud for KTC with receiving the well-deserved 'club of the year' award.

Our goals for coaching over the past year have been junior focused. We have created a competitive and non – competitive stepping stone system to make sure we look after all players and abilities. I found that in the past there was always a massive gap between intermediate players and academy players and it's been my mission to close that.

The pathway works like this:

1. **School Hotshots:** We get in to schools that surround the club (including ASB Sports Centre) and we run a specialised hotshots program. It's usually 30 minutes per class during the day at their school. This is when we promote and hand out the KTC brochure specifically outlining the summer Sunday junior hotshot sessions.
2. **KTC Sunday Hotshots:** In these lessons we run a beginner hotshot program across all colours (blue, red, orange, green). We teach players the right grips, how to hit every shot, basically focus on building a solid foundation on every shot to get each student confident enough to rally with them. We will also have a level 1 hotshot court going for those that already know the fundamentals of each shot and are ready to take them to the next level.
3. **Planitpro Rise up Hotshots Program:** These are running through-out the week and are for players that are ready for level 1 and level 2 hotshot lessons. Players will be doing more rally and point based tasks. They can start at any colour stage (depending on their age). At green stage we will be getting each group at interclub novice level (if they chose to play).
4. **Planitpro Rise up Squads:** We have a 12U and 12+ squad where once players have completed the level 2 hotshots green level stage they will go in to one of these groups. These are designed to get them ready for tournaments and high level junior interclub teams. Players from here will be selected in to Planitpro academy pathway at the Renouf and if they chose they can start aiming for university scholarships in NZ or in America.
5. **Tours** – We have a lot of tours to offer to our junior and adult players around the world.

As you can see from the first 3 points our objective is to get all juniors we get from the schools and ASBSC to sign up as members to receive the Sunday lessons, having then been presented with the pathway to go through our programs then to interclub or if they chose the non – competitive pathway they would go to teen tennis and eventually Senior club days. This is how I see membership retention working at 100%.

Junior Club Sundays:

Last year was probably our biggest year in numbers for the junior Sunday lessons. I think the major pull for numbers was reformatting the program in using the hotshot colours to define proper groups with the right age brackets. This also helped the coaches with producing the right lesson plans for each stage.

Teen Tennis:

This was a little lower in numbers compared to the year before, but we did have a massive loss in our older teens heading off to university. I have been talking with our new head coach Hamish about a new format for Teen Tennis and bringing in a program we run at the Renouf called 'Active Tennis'.

Promotion:

I have been very lucky with Kilbirnie tennis club being able to work together as one unit all these years. I think promotion for getting junior club members are half covered by Planitpro by getting in to the schools and physically coaching as well as promoting KTC. I think KTC should focus on getting an ad in every local school's newsletter in week 8 of term 3 promoting the up and coming summer programs and then again in week 1 or 2 in term 4. Same goes for week 8 of term 4 and week 1 or 2 of term 1. This is including colleges for teen tennis.

Senior programs:

The club Sundays are going off! Thanks to the awesome organizing skills of Colin. In term 3 I have created an A and B grade training program on Saturdays for Senior interclub players. This lesson will be a great lead up for coming in strong for the interclub season. We will run this each winter at KTC.

We also need to start promoting Tennis Xpress in term 3 for the summer terms.

Last off we have Kilbirnie school booked in for Hamish and I to go in and coach and start promoting KTC's summer programs in term 4. Over the next year we are aiming to get every program running at 100% and to keep working as one unit with KTC for new ideas and initiatives to help the growth and retention of both junior and senior club members.

We look forward to another year!

Troy Leamy

Club Captain's Annual Report July 2018

2017/18 has been a good season for the Kilbirnie Tennis Club with membership levels reaching just over 200 and the club taking out the award for Club of the Year.

We entered three men's Saturday interclub teams, one women's team, one mixed team and our joint Premier 3 team with the Wellington Club into the pre-Christmas competition. Our 1st Grade men's team had a great half season and ended up being offered the chance to play in Premier 4 with the chance of gaining promotion to Premier 3 post-Christmas. However the team decided to remain in 1st Grade. Other teams performed well but unfortunately our Mixed Grade team was demoted from B grade to C grade for the post-Christmas competition.

We also had the Handicap Tournament prior to Christmas and this was well supported by club members. Thank you to all those who participated during the weekend and for your patience while waiting for your turn to play. Also thanks to those who helped run the tournament, making this one of the best events in the club calendar.

Post-Christmas saw us enter the same number of interclub teams which was disappointing considering the increased membership levels.

All teams performed well and the mixed team regained promotion to B Grade for next season which was a great result. A big vote of thanks goes to Chris Smith for filling the gap credibly after one team member withdrew after the team was demoted. Well done Diana and team.

The Club Champs were held at the end of the interclub season but unfortunately these were not well supported by interclub players. However, it was great to have Alex and Finlay Deterte rejoin the club and Finlay made it a clean sweep by winning all three events - well done Finlay and your respective mixed and men's doubles partners, Alex and Guy.

I would like to say a huge thank you to Colin Giddy for his efforts in organising Sunday club days. It is great to have someone take responsibility for this task and the numbers taking part reflect this. Also thank you to Chris Smith and Julian Ang for helping out when Colin was not available.

I would also like to mention the amazing Diana Spice. She is a great stalwart of the club and organises the Midweek Club days like clockwork. Over the last few years she has also taken responsibility for the coaching of our new club members. This year Diana has taken this group on a Monday night during daylight saving hours and on Saturday morning during winter.

The Havelock North fixture was planned for the end of April and a small team of us headed to the Hawkes Bay for our annual home and away event. However, for the first time in 25 years the weather didn't play ball for us, so tennis was cancelled. However, an enjoyable morning was spent at the HN club renewing acquaintances. They will be coming to us next year so hopefully this will be well supported by club members.

Unfortunately we have not been able to organise the annual fixture with Muritai but hopefully this will be arranged for early next season.

One last, but by no means least, thank you goes to Diana Maunder for the help and support she gave me organising interclub, the handicap tournament and the club champs. Her knowledge of processes from numerous years spent on the match committee was invaluable and I very much appreciated Diana's assistance.

After what can only be described as a very challenging year as club captain, I have decided to resign. I feel that the roles of the office holders need to be clearly defined so that everyone on the committee is aware of their designated duties and therefore don't interfere with the duties of other office holders.

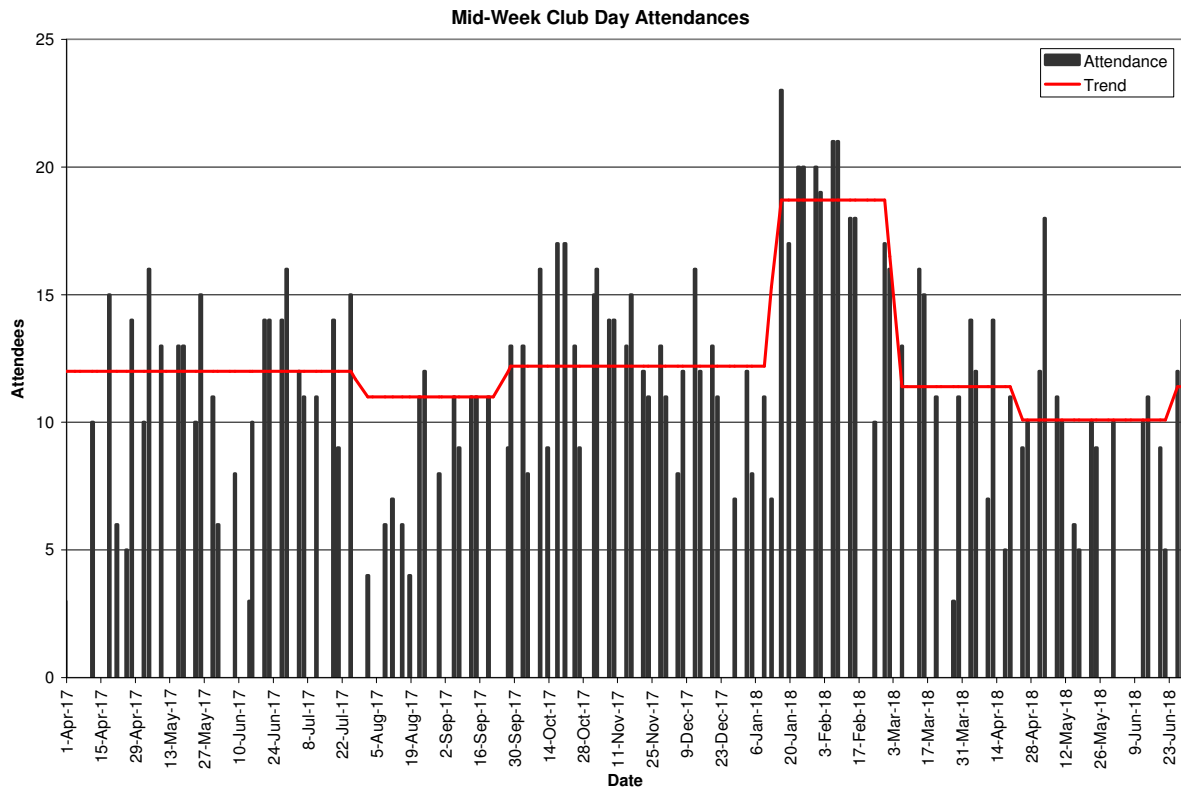
I wish the new members to the committee all the very best for the forthcoming season.

Michelle McKibbin
Club Captain

Mid-week Convenor's Annual Report July 2018

At this time last year we were struggling with lots of rain, wet courts, wet grass, and water in gutters behind courts 3, 4, and 5. Balls became soggy and fluffy and difficult to hit and especially to serve, resulting in a face full of water. Then along came a little miracle in the form of a couple of Wilson balls which proved to be waterproof! A visit to our ball supplying sports shop in Kilbirnie found that they stocked Slazenger water resistant coated balls used by Wimbledon no less and agreed to supply a few cans at our usual discount. They proved excellent, staying vaguely damp and very playable. A few weeks ago we dug them out from their resting place through summer (Tecnifibre dominate during the interclub months) but alas they have softened. However, we believe a plan is afoot to take delivery soon of these Slazenger balls for all the club to use and hard court players should love them as they were designed for that surface originally (not sure why Wimbledon uses them)!

Midweek attendance continues to flourish as you will see from the graph below constructed from our attendance records (graph prepared by Peter McArthur).



This report is scanty on news but of course as usual we all look forward weekly to our games of fun and social tennis and would repeat how welcome newcomers are – grades A – Z.

Diana Spice
Organizer