**Chesham 1879**

**Club Committee Meeting Minutes**

**26th April 2018. 7.45pm**

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| **Present** | Jayne McCarthy, David Clark, David Griffiths, Dinah Martin, Gary Martin, Paul Belcher, Tamara Ferguson, Neil Grantham, Paul Griffiths, Steve Ramsden. Pam Munday-Cripps. Member : Kane Marshall. |  |
| **Apologies** | Neil Hollister, Simon Reynolds, Claire Moore |  |
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| **Item** | **Issue** | **Actions/Dates** |
| **1.Software presentation** | -Dominic and Simon presented a new software package – ManageMyMatch (MMM) - to replace Globus and Club Solutions. Alex Preston also a partner. Currently live at Chesham Bois.-Fully integrated software manages variety of admin areas:* Court bookings
* Tournaments
* Door entry
* Cashless bar
* Membership
* Finance

-Saves significant time for admin roles, especially membership whereupon 580/600 renewed membership online.-Admin is simplified by parameter being set and then the software does the hardwork. Eg. Chasing late payment, changing category. -Handover of admin roles is simplified. -Assists with GDPR compliance-Reduces IT spend -Works from phones/tablets via an App.-Similar software to Globas, but newer version with enhanced features. -Should be able to use existing fobs with minor changes to system. -If multiple clubs join the platform, the system can work collaboratively and inter-club challenges can be made or court avaibility can be utilised across clubs (use each others courts if own courts all booked). -Linked to Outlook/any calendar so get reminders.-Preference is to challenge/invite a player and then book a court. Enables all members to find opposition more easily. -Uses Stripe as a payment system (similar to Paypal). Works similar to Oyster cards whereby auto top-ups for credit are activiated. -Can manage social events and large email distribution using Mailchimp. Easily adds attachments and can create varied email lists and v professional looking emails.-Maybe able to link alarm into the systems (tbc).-Pricing. MMM keen to work with 5 pilot clubs. There will be a £500 installation cost, then 3% of revenue for each facet (eg. Bar, bookings, card/door access, membership subscriptions, leagues/tournaments) along with a standing cost per month ranging from £50 to £125 pcm. All costs tbc. Some of the costs are owed to providers (eg Stripe) and passed on. -A minor concern about MMM ia that Dominic is currently the only software guru but the team is slowly growing (Simon and Alex), furthermore, the software has been designed so that an IT company could support the software in the instance of the proverbial bus. - It is possible to test run some elements of the system for the tennis floodlight league and a squash league so that members can get to know the system before launching across all aspects of the Club.- MMM recommend an internal project manager to spec needs for 1879 and than manage costings and implementation. - N Gratham suggested need a specific quote based on a like for like basis and an enhanced version- Cttee need to understand contractual obligations for exiting Globas and Club Solutions.  | -D Griffiths volunteered to lead steering group-Tamara to check |
| **2.****Previous minutes** | Minutes Agreed.Proposed by Dave CLarkSeconded by Gary Martin. |  |
| **3.** **Squash Update** | Paul G gave an update.-Safeguarding. Julie Xxx offered to be squash safeguarder as children playing at the club. Matt Doody will also offer support due to scouts back ground. Paul Belcher also offered. Julie, Matt, Paul B and Paul G to be DBS checked. -Paul B to manage maintenance of doors and floors along with balcony management. An EGM may be needed if costs exceed £11,500. - Staging on balcony. Should be feasible to combine storage and staging without planning regs. - Fire escape near stairs will be moved to near boiler room if storage area erected. Work will need to be done to make door and walls fire resistant. Corridor doors may need to be replaced as fire doors. -May 11th demonstration evening from national player. Aimed at club members not open public. Publicity and spsonsorship opportunites being sought. Costs for eveing c. £500, hoping to cover costs. £10 to challenge the pro’s, £5 to watch.  |  |
| **4.** **Tennis update**  | Neil G gave an update.-Clothing, no update. \*\*\*update : Hilary evans has orgainsed t-shirts and waterproof jackets \*\*\*-Balls. TCM recommended to donate used balls to local schools instead of selling. -Floodlights charges. TCM decided not to increase charges this seasons, recommended to wait until next winter season and increase to £3 from Sept.-Membership – leaflets needed to help with membership. Have lost some members, gained some.-Safeguarding. Hilary Evans happy to stay as Tennis Safeguarder.-Social events. Calander to be distributed, an event per month. -Cts 123. Will be painted imminently. Cts 5+6 also will be topped up, but cannot be done at the same time as 123. - New clay for 789 bought.-Help needed to realign lines. £300 cost. **Passed.** Must coincide with topping up of clay. - Costs to relay clay has now increased to £100,000. Cttee need to work on this issue and established real cost. - CT. Sam has left CT and 1879. A new coach - Phil Fowler - has joined the Club and only works at 1879. Still some concern re CT paying their bills. -Coaching for men and women on alternate Thursday’s. Players pay £5 each to fund coach. - Possibility to open courts to pay and play to the public and may be able to get a grant. Some concern over damage to courts so may need to be managed. -Brain Clegg legacy. Anne B to talk further with Judy as keen to honour the legacy. -Open Day. Members to be asked to help distribute flyers and attend the day. - Igniters for lights as they take a long time to warm up. £1000 cost. **Passed.** However, cttee would like verifiacation of why they need replacing already when lights were replaced in 2015/16.  | Dinah to discuss as Club raises funds through selling balls. TCM to research clay options and costs.Simon R to clarify what was done to the lights in 2015/16. |
| **4.** **Open Day** | - Open Day – 12th May. Will need volunteers for the events. - Publicity materials printed.- New signage up at entrance to club.- Flyers and posters being distributed this weekend. - Approached Bucks LTA for £1000, rejected as had money in the past and not shown growth, it was argued that membership has not dropped but Bucks LTA would not acknowledge.- Town stand this Sat, 6 volunteers to spread the word. - Club can be dressed on Friday 11th for Open Day. Tamara sharing how members can play by direct debit to those attending day.- Website linked to Great British Tennis day- Team captains getting groups together to play- Squash will be manned by players. - Support from all members needed.- Special rates will be available on full membership. 20% reduction on full year. Eg. £320 down to £260.- Thanks to Gary and Stuart Tennant for ALL their efforts.  |   |
| **5.** **GDPR** | - Neil G has asked for a report from Bucks tennis. Not received as yet.- A template will be used for members will need to opt in. - Need to check the storage of member details.  |  |
| **6. Membership** | - Tennis Juniors joined : 49, o/s 28 - Squash seniors joined : 110, o/s some injured, some moved. 18-35 group needs checking. Some new members. - Squash : 57 o/s 6- Junior : 12 o/s 6- Social : 25- Tamara want to cross check Club Solutions with renewals and chase payment. | Number to be checked and updated at next meeting. |
| **7.** **Clubhouse renovation** | - D Griffiths asked for plastering quotes for ceilings. No response.- lighting being addressed.- mens changing room being refloored- Sauna issues will be fixed w/c 30th April. A Sutton being consulted how to change/update. - Bar lighting on hold. - Social events to fundraise for specific items. Eg. Windows, bar lighting. Make fundraising easier by making it fun. | G Martin to ask neighbour plaster for quote |
| **8. AOB** | - Coffee machine in bar often not topped up. Bar staff need to make sure is cleaned and topped up. - more cups needed- Pednor 5k run has been advertised. Need to check the date as appears to be confusion between Sat 5th and Mon 7th. Meeting closed at 23.00 | Dinah to check they are usingthe Club  |
| **9. Next Meetings** | - Mon 22/5/18. 7.45pm- Tues 19/6/18 7.45pm : Whole committee mtg Minutes to be placed on members section of website. |  |