

NORTH SUBURBAN JUNIOR TENNIS ASSOCIATION INC.

Reg No. A0058168N

MINUTES OF DELEGATES MEETING HELD ON 20 MARCH 2023

36 of 47 Clubs present

Meeting opened: 8:05 pm

CHAIRPERSON: Ron Morton

APOLOGIES: Rose Micallef (Ascot Vale), Peter Anastasopoulos (Corpus Christi), John Murphy (Maribyrnong Park), Nick Oliver (Royal Park), Tannith Galliot (St Vincents), Darren Iwrin (Strathmore), Bobby Dela Cruz (Taylors Lakes), Dean Lewis (Tullamarine)

MINUTES OF PREVIOUS MEETING: Circulated and taken as read.

MOVED: Jacqui Theuma (Keilor East)

SECONDED: Maresa Heath (St Thereses)

CORRESPONDENCE: As tabled by Robert McDonald

IN

1. Tennis Victoria — Farwell from Club Development Officer — Luca Gallo
2. Tennis Victoria — Association Forum — Integrity Issues Focus
3. Tennis Victoria — New Club Development Officer Metro Central — Bronya Kondzior
4. Tennis Victoria — Sporting Club Grants
5. West Brunswick TC — Change of Delegate

OUT

1. All Clubs — Agenda and attachments for Delegates meeting on 20 March 2023

CODE OF CONDUCT COMPLAINTS

2023/01	In	Code of Conduct complaint from Buckley Park TC regarding A Special match on 3 March 2023
	In	Email from Bulla Village TC that the player concerned had withdrawn from the NSJTA competition
	Out	Email to Buckley Park TC advising that the player concerned had withdrawn from the NSJTA competition

MOVED: Robert McDonald (Secretary)

SECONDED: Bob Stow (Caroline Springs)

TREASURER'S REPORT

Balance in transaction account as at 13 February 2023	\$518.41
Payments received since 13 February 2023	\$3,633.00
Payments out since 13 February 2023	-\$330.00
Transfer to investment account	-\$3,000.00
Balance in transaction account as at 20 March 2023	\$821.41
Balance in investment account as at 20 March 2023	\$17,020.77

MOVED: Colin Thompson (Treasurer) SECONDED: Josh Rowe (Glencairn)

There are still five clubs with outstanding fees that need to be paid as soon as possible: Craigieburn, Deer Park, Glencairn, North Park and Westmeadows.

TENNIS EVENTS REPORT

1. The NSJTA had a team in the Pat Cash Cup, which was held in Horsham on 25 and 26 February. The team won its group and ended up fourth overall. The team played really well and we congratulate them on their efforts.

TENNIS VICTORIA REPORT

1. Nil.

MATCH SECRETARY REPORT

1. **Recent issues** — On our lead up to the finals there are some basic things that need to be cleaned up. We are experiencing some errors lately which are costing our volunteers lots of time and unnecessary phone calls and delaying sheets to be entered online in a timely manner. Most errors are being caused due to illegible writing. Just last week one Delegate was trying to enter the scores of an A Grade match. The name was illegible. It was an emergency player. What was thought to be one name (boy) ended up being a totally different name (girl). I can't emphasise enough the time delays this is causing. Please print neatly and clearly.

There have been some reports of alarming behaviour from players and parents recently. The NSJTA does not take this behaviour lightly and have dealt with the respective issues.

Please get any changes on the sheets to be initialled by both clubs. I had two score sheets this week with changes, and no approval.

2. **Withdrawn team** — Diggers Rest/Mt Carmel have withdrawn their team from competition in A Grade 3 Boys. Please note position 6 will now be a BYE.

A Grade 3 boys Fri

- 1 Coburg
- 2 Green Gully
- 3 Gladstone Pk/Westmeadows
- 4 North Park
- 5 West Brunswick
- 6 **BYE**
- 7 Hillside
- 8 St Thereses

3. **Emergency Details (By-Laws 33, 34,35)**

- Please always write legibly.
- Please place an (e) beside the players name every time it is listed on the score sheet.
- Fill out emergency player details section (each time). If there is not enough room please write on the back of the score sheet, or on the bottom, making sure both sides are sent to the Grade Secretary, indicating more details on back, if back is used.

4. **Surnames** — Surnames must be entered on the score sheet when the name is first entered on the day of play. Thereafter the first name can be listed, on the day of play. If two children have the same first name please list the surname so that the Grade Secretary can enter the correct name.

5. **Tennis ID numbers and additional registrations (By-Law 36)**

Delegates should be following up all new players in your teams. If the player doesn't have a TA ID one needs to be supplied ASAP to the Match Secretary email address matchsecretary@nsjta.org.au. The Match Secretary shouldn't have to ring to remind you that you need to follow this up. The NSJTA

has supplied links just recently that you can send to the parents. It was also discussed at the last meeting. We are still experiencing some delays with some clubs. The repercussions of not having the TA ID Number are 1/ player's name is not listed, instead being listed as an Unspecified player 2/ emergency games are not registered against that player which affects their emergency games being listed on the weekly reports we do.

At the moment the process is becoming very time consuming. I get a report generated Monday evening that lists all unspecified players. I then ring, sms or email the Club Delegate asking for details and update my printout. One week later I am often following up the same Delegates, often with new Unspecified Players, or with the original request. Some clubs have taken a couple of weeks to clear the backlog. Parents have begun emailing and ringing me, asking why their child's actual name is not listed online.

When a TA ID number is received, we then go into the team, and add the new player. After that we go into each game and change Unspecified player to the player's name. Any delay is impacting emergency game totals. Last week a player had played 4 games before I received details, as their total games was not listed on the emergency player report (due to No TA ID). But as Delegates you also should also know how many games a player has played. If they had played a 5th game, sets would have been lost. The quicker we get the TA ID the less work involved.

Grade Secretaries, Delegates and Team Managers entering the Home Game results can use the bottom of the Online score sheet, COMMENTS FIELD to list any details of the emergency child. When recording any information, do not list the date of birth in the online score card comments field as that information becomes public via Match Centre to anyone who has created a TA ID which can be done by anybody. However, you could write DOB supplied in which case we will follow up to obtain that info.

6. Inputting Results (By-Law 43)

At the conclusion of each match the host club shall forward a completed match result sheet to the Grade Secretary or input the scores for A Grade and B Grade teams. It is not inputted by the away team. I know many of you have been helping us get the results in quickly which we have really appreciated. Unfortunately, other problems have occurred so back to basics we go.

But, this means that all results need to be inputted promptly, over the weekend if possible and not Monday night or Tuesday as has been the case recently. It's a Catch 22 situation.

Reminder, if Delegates see a missing result, please email it again to the Grade Secretary or opposition Delegate. Don't wait to be asked.

We all have to work together to make this work effectively.

7. Clearances (By-law 9)

c) To obtain a clearance, a player must complete a transfer application form, which must be signed by the Club Delegate or Secretary of both the current club and the new club.

d) The completed transfer application form must be received by the Match Secretary by 6.00pm on the Saturday of Round 11 of the current season.

m) A maximum of 3 players may transfer from one club to another in any one season. For the purposes of this by-law, multiple players from the same family will count as one transfer.

By-law 9 a) b) e) f) g) h) i) k) l) are all equally important and with transfer dates coming up it would pay all Delegates to familiarise themselves with all of these.

8. On Court Assistance (By-Law 31)

D Special and D Grade matches are to be umpired under supervision of the host club. Each competing team is required to supply an umpire on an alternative basis. Umpires are to keep written record of the scoring in each set, on a score sheet. Sometimes in the first couple of weeks the Umpire can offer

some guidance of where to stand, changing sides etc to both teams. Hopefully the children will be fine after that.

9. Emergency Players in A Special (By-Law 14)

A Special is the NSJTA top mixed grade. If you have a team in this grade you need to read the By-laws relating solely to this grade. In every report I write whom to contact. If you are going to use an emergency in A+, as per below, please contact Brendon on 0400 112 595 and if Brendon is unable to answer, please ring me (Kym) on 0413 527 902. Please allow time for us to research the fill-in and get back to you.

Please note 14 d) In A Special only, if a club intends to play an unregistered emergency player that is stronger than other players in the team, they must contact the Match Committee in advance, with details of the player and the Match Committee will determine the seedings to be used. If a club does not follow the direction of the Match Committee, the sets played out of order will be forfeited. If a club uses an unregistered emergency that is clearly stronger than the other players in the team and fails to contact the Match Committee, the singles set played by that player will be forfeited. Please DO NOT do your own thing and make your own decisions. Your club will lose sets.

10. Player and spectator behaviour (By-Law 30d)

Parents and spectators must comply with any instructions given to them by the Court Supervisor.

As outlined on the *Advice For All Team Managers*, please ensure there is ‘no coaching’ or ‘umpiring’ or other disturbances occurring from outside the courts. If this continues after you have warned the offenders, report the matter to the Home Club Supervisor. The Umpire should be the only person on the court. At no stage should Parents or Spectators be on the court. Team Managers – Although there may be a very good reason, both Team Managers should deal with problems together, and only go on the court together if that is needed.

11. Players without any prior competition experience (by-law 6b) — Round 7 was the last week that By-Law 6b could be used for registering children with no competition experience. All new players must now go through the Emergency player process of playing 3 games before, and including, round 11. Delegates are reminded that emergencies must play 3 matches (not including washouts) before being considered for additional registration, and that these 3 matches the emergency details must be clearly stated on the match sheet

12. Additional Registrations (By-Law 36a to e) — Emergencies wanting registration must have played their third match by May 05/06 (Round 11)

13. Seeding Order (By-Law 14 d) — Seedings are required to be sent to results@nsjta.org.au the Wednesday prior to Round 8. You must send the seedings through, even if you don’t change the order. I have to input the seedings and need it in writing.

HEADING ON EMAIL IS TO READ: Club Name A Res 3 mixed/boys etc.

Please ensure your teams play in the correct seeded order. We have needed to penalise several teams this season for playing out of order.

Teams which change their seeding order without informing the NSJTA will not be able to change their order and will be required to play in the order entered for Rounds 1 to 7. In the finals you can play your team as either Rounds 1-7 or Rounds 8-14. Whichever order you choose for the Semi Finals must be used in the Grand Final. An example would be: A Club may play their girls in the Rounds 1-7 order and the Boys in the Rounds 8-14 order. This order must be then used in the Grand Final.

14. Important dates

- **Mar 22** — Send Round 8 to 14 seedings to results@nsjta.org.au even if there is no change.

HEADING ON EMAIL IS TO READ: Club Name A Res 3 mixed/boys etc.

- **May 05/06** — Last opportunity for additional registrations - emergencies wanting registration must have played their third match by these dates.

- **May 06** — Transfers for next season close - transfer forms and \$20 clearance fee must be lodged with the Match Secretary by 6.00 pm.
 - **May 20** — All A grade team entries for next season (Friday and Saturday) must be entered in League Manager on or before this date.
 - **May 22** — Third and final Delegates Meeting – starts 8.00 pm at Buckley Park TC
 - **May 27** — All other Saturday team entries for next season must be entered in League Manager on or before this date.
15. **Grade Secretaries** — Please let Kym know (via email) if you wish to be a Grade Secretary for Season 2 2023.
16. **Finals** — Let Kym know (via email) if your club would be interested in hosting finals. The NSJTA is looking at giving the finals a great atmosphere again, by playing a few matches at some venues. This has been very successful previously. The NSJTA tries to share finals around our clubs.
- Good luck with the lead up to finals. There are clubs who need to be careful re forfeiting any further matches. I am putting it out there that clubs **MUST SUPPLY** umpires for Grand Final games. We supply the correct amount of umpires to venues. If you don't send an umpire, you are letting other clubs down. It's a
- \$100-00 fine for each umpire missing. Last season there were 3 umpires missing.
17. Kym's email address is matchsecretary@nsjta.org.au for all communication or 0413 527 902.

GENERAL BUSINESS

1. **Child Safety Update** — As mentioned in the Match Secretary report, please remind team managers not to include dates of birth in the comments for match results for privacy reasons.
- One of the principles in the child safety guidelines is to involve children in decision making about them. Please also ensure all players are aware of their options they have if an issue arises on court so they can be provided with the support they need. All players should know who their team manager is, so they can call for them if they have an issue and ask for their assistance to resolve it. They should also know they can call for an umpire if there are disagreements about line calls or the score.
2. **Application for affiliation by South Gisborne Tennis Club** — No representative from South Gisborne Tennis Club attended the meeting, so the application did not proceed.
 3. **Exemption from By-laws** — Buckley Park withdrew their application for an exemption from the minimum number of courts required for Friday night matches, and their A Grade 2 Boys team will continue to play at OLN for the remainder of the season.
 4. **Court supervisor vests** — The NSJTA is ordering more court supervisor vests and will distribute them to clubs once they have been delivered. Clubs are reminded of the requirement to have a court supervisor at all matches.
 5. **Doutta Galla match relocations** — Doutta Galla is having their courts resurfaced from 12 April. They will need to relocate matches for approximately two weeks and will notify the opposing clubs of the new locations.
 6. **League Manager** — A query was raised whether the home team should be adding emergency (reserve) players for the away team in League Manager. The answer is yes, if the home team can find the emergency in League Manager, they should add them when entering the result. If they cannot find the emergency player, they should list their name in the comments and the away team should then add the player when confirming the result.
 7. **Association boundary** — Several clubs expressed interest in the NSJTA adopting an Association boundary as has been proposed by the NSNTA to set a geographical limit on clubs that can join the

Association. The Match Committee will develop some options for clubs to consider at a future meeting.

MEETING CLOSED: 8.48 PM

NEXT MEETING: BUCKLEY PARK TENNIS CLUB ON MONDAY 22 MAY 2023 at 8.00 PM