



MINUTES of CONVENORS MEETING

Minutes of the combined ERT Convenors meeting held on **Wednesday 20th of September 2023** at North Ringwood TC at **7.30 pm**.

COMPETITION

1. UTR

It was noted that ERT has signed an MOU with UTR. ERT currently has 25% of players playing that are UTR members. The aim is to get the number to 50%. Request made to clubs to put the UTR membership information on their websites. ERT to send out a link to the clubs to facilitate this request.

2. New / Updates Forms.

There are a number of new forms to be used going forward to assist with the movement of information. They are as follows:

- a Emergency request to become a team member.
- b Emergency requests for finals.
- c Special Grading request form.
- d Complaint/Incident form.

These forms must be completed before requests will be actioned.

3. Vests

Issues relating to incidents where convenors/supervisors are not known/available to adjudicate on issue(s) because vests have not been worn at Junior matches is not acceptable. This fails the mandatory child safety requirements of clubs who are non-compliant. Fines of \$40.00 per day when vests are not worn will now occur. ERT staff to audit this compliance requirement and complete unannounced inspections going forward.

4. Convenor to be nominated for outside venue/rotating convenor if rotating matches.

Issues have also been a problem to manage where an incident occurred and no-one knew who was convening/supervising at an outside venue. This also fails the mandatory child safety requirements of clubs. ERT must be advised who is supervising/convening at all venues. ERT must also be advised of the contact number for that supervisor/convenor. The contact number of the convenor who is at the home venue and not at the outside venue is not acceptable. No exceptions.

5. Child Safety Officer.

Given the issues from points 3 and 4 above, it was advised that all clubs must have a designated Child Safety Officer and that Officer must understand the child safety mandatory requirements. The Child Safety Officer does not have to be present when junior matches are played but they must be always contactable when junior matches are in progress for their club.

6. Forfeit System requirements.

Forfeits need to be entered by the team getting the forfeit win. This has been a requirement for many years. A number of teams are not entering the forfeit leading to late results.

Late entry fines will apply if teams getting the forfeit win do not enter the forfeit by the due day and time.

7. Emergencies for finals – update.

A big thank you to clubs for completing the emergency requests for finals forms. There was only 1 emergency request not made. For information purposes, checking your club's club zone to see which players have the "E" (player is therefore still an emergency) next to their names in their clubs team's player lists and fixtures menu option will provide the information you need.

8. Court Etiquette.

There appears to have been a lot of incidences where court etiquette is not being followed. Shaking hands at the end of the match, passing balls gently back to the server by the opposition, general nice communications are some areas which would help make the match much more enjoyable.

9. Order of Merit - Juniors.

There appears to not be a lot of enthusiasm to bring back order of merit for Juniors. This includes the higher junior sections. The motion to bring back order of merit for the higher sections of juniors was defeated. It is noted that as this request has been made at a number of previous convenors meetings and was not successful previously, this item to be taken off the request list for the next few years.

10. JOSD – 3 player teams for Sunday Competition.

Reminder provided that from this season, the Sunday JOSD format to have 3 player teams.

11. Scorecard Updates.

Junior scorecards have been updated to remove formats not required and for some By-Law changes. The scorecards will be available shortly on the website.

12. JDC green ball girl's section.

The trial of the JDC green ball girl's section has received good positive feedback. Given the feedback, ERT will continue to provide the JDC green ball girl's section format option.

13. Protest process.

The protest process was advised. If the request is to have a score changed, the protest form is to be completed and sent as per the By-Law 16 requirements. If the information provided is a complaint or relates to an incident, then the Incident and Complaint Form needs to be completed and sent to the relevant Record Secretary.

14. Other items from the floor.

- a) Varying starting times. A request was made to review different starting times ie. 8 to 10, 10 to 12 for junior matches. The committee to review and advise at the next convenor's meeting.
- b) BSD format on Saturday mornings to become 3 player teams. Given the reduction in the boys format teams playing on Saturday morning, a motion was approved that the BSD format on Saturday mornings become 3 player teams to commence from the Winter 2024 season.
- c) JOSD format on Saturday mornings to become 3 player teams. Given the change for the Saturday BSD teams to become 3 player teams, a motion was also approved for the JOSD format on Saturday mornings to become 3 player teams to commence from the Winter 2024 season.
- d) Thanks to Alan from Wesley Uniting and Stephen from North Box Hill for picking up and advising of anomalies in the points allocations for Saturday Seniors.
- e) Given the depth of teams in the Singles/Doubles sections (34 teams requested to play in the top 2 sections), we will review and advise for the 24/25 summer season.

GENERAL BUSINESS

1. Website

Kate provided a brief description of the new website. Anticipate the website to be available in the new year.

2. Updating Club Zone.

The majority of clubs have updated their club zone on the website so that we have the up-to-date information about the club, office bearers and contact details. Unfortunately, there are still a few clubs that have not updated their club zone with their current club office bearers, convenor information and contact details. As we have advised each year for many years, ERT will not be responsible for communications and the consequences of that communication that are sent to the incorrect office bearers/convenors due to incorrect information on club zone. This is a club responsibility.

3. Awards Dinner

Cynthia advised that the awards dinner is on 20 October commencing at 7pm at the Chirnside Country Club. RSVP's are due by 8 October.

4 Other

There was a request made to add Captains names on the team entry file for Seniors. ERT to organize requested information.

Next Convenor's meeting – Wednesday, 13 March 24. (to be confirmed)