



MANAGEMENT REPORT 2024/2025

DONCASTER TEMPLESTOWE BADMINTON ASSOCIATION INCORPORATED

Registration No. A0012026X



TABLE OF CONTENTS

PRESIDENT'S MESSAGE	3
TREASURER'S REPORT	6
PUBLIC OFFICER PORTFOLIO	8
EVENTS & MARKETING PORTFOLIO	8
MEMBERSHIP PORTFOLIO	11
SUPERVISORS PORTFOLIO	14
PROCUREMENT PORTFOLIO	17
SPONSORSHIPS PORTFOLIO	18
FACILITIES PORTFOLIO	19
IT PORTFOLIO	20
PROGRAMS & DEVELOPMENT PORTFOLIO	22
COMPETITIONS PORTFOLIO	24
COMMITTEE & VOLUNTEERS	26



PRESIDENT'S MESSAGE

Dear Members,

Another year has come and gone... I wish to start by thanking and wishing well everyone associated with our DTBA Club. The Club is thriving with adult and junior members, together, with a large general badminton playing community in support. Our membership with extended Guests and external coaches are central to the popularity and success of the sport of Badminton at DTBA.



Governance & Oversight

To this end, we must commend the Management Committee Members, Members of Subcommittees, all our Supervisors, all our Coaching Volunteers, and all member Volunteers for their diligence and their Support in:

1. Setting and focusing on topics that are relevant to the Club priorities.
2. On adopting work ethics which are providing a Safe and Respectful environment, free from harassment and abuse at DTBA.



Club Year in summary (Oct 5th 2024 to Oct 10th 2025)

Financial Performance

Another sound performance with profit of around \$24K.

Highlights are the increasing attendance of all our Social and Competition Events using the Opensports App.

The single bad news was the price increases of more than 30% in the cost of badminton shuttles (for our preferred brand Black Aeroplane). This will provide challenges for the Committee, and will weigh heavily on our performance in the Financial Year 2025/2026.

Operations

All our Operations performed strongly in FY25:

- *Playing Sessions using the OpenSports RSVP Platform

- *Court hiring from External Coaches(professionals)

- *DTBA Sunday Morning(Juniors & Kids) Coaching

- * Sunday Court Hire.

Hats off to all our “super” Supervisors with the IT & Opensports support team.

From Monday to Sunday providing arranged badminton games ... never missing a beat!

No doubt contributing further to the already buoyant demand for Badminton Services.

(A “Do you know!”...We have more than 40 DTBA Volunteers in total...contributing to our success as a progressive Club).

General Areas

- * Memberships

Healthy Membership numbers: Adults plus Juniors (approx 600)

- *Sunday Coaching program - demand remains high

- *Club Competitions

The 13th Annual Graded Tournament in May attracted record numbers of players (116).

A regular ALL Women Competition to celebrate and recognize International Women's Day (March 8), our Monthly KO Competitions, members access to Veterans competition, and introduction of a brand new Team Competition (4Feathers) in Aug was oversubscribed!

*2024 Xmas Dinner and 2025 Xmas in July Dinner

We had full attendance! Members continued to enjoy the food and festivities.

We hope to continue the subsidy for future Dinners in favour of our DTBA Members.

* Opensports RSVP Booking System, Memberships and Tournaments

The Opensports platform has been successfully bedded down and the Club well versed and fully operational using the software App and Browser system since November 2024 (a tribute to the OS and IT TEAM).

*Healthy Ageing (for over 60yrs old) Project in conjunction with Manningham Council.

This is an DTBA initiative to be managed by the Thursday Morning Senior group.

Council funding (Community Grant) has been approved.

Tentative start date - from Sept 11 - using every Thursday Morning Event until funds utilised.

Our Thank You's

Our Volunteers... Committee, Subcommittees , Supervisors, Sunday Coaches, User Groups and our members who are assisting with DTBA website, Whatsapp DTBA group, Facebook, Instagram to keep Members informed, Baddy Competitions helpers, Members helping with any tasks...

Our Sponsors! Badminton Click and Healthy Move: Physio & Wellbeing, in particularly HM... who regularly arranged onsite visits for our members during GT & KO Competitions days!

Thank You very much!

Our acknowledgement to

*DPS School working together on use of the Stadium.

*Manningham Council with Aligned Leisure , our Facilities Manager, overseeing our Stadium health and maintenance.

Regards

Kong Tung

DTBA President



TREASURER'S REPORT

Hendra Kurnia

This year the club made many important modernisation steps. From adopting Open Sports to going cashless for all payments. This resulted in an increase in merchant and OS fees, but it is also a factor in the higher participation rate in social games. The continual increase in the price of shuttlecocks will present a challenge in the next financial year. Our surplus percentage for the year is a healthy 8.1% as we seek to give back as much benefits as we can back to our members.



The key notes in relation to the Profit and Loss statement are as follows:

Income:

Total Income - \$34.3k increase from 2024.

This is mainly made up of an increase of \$21.9k in social session fees and \$8.7k in external court hire (Increase from hiring out courts during school holidays).

Major Expenses:

Rent - \$18.7k increase from previous year due to higher rental rates with Aligned Leisure and an increase in the number of hours used.

Shuttlecock Usage - \$11.7k increase from previous year. This correlates to the increase in social games participation. (Price has also gone up from \$36.50 to \$43.00 per tube during the year)

Merchant Fees - \$9.8k increase from previous year due to the move to Open Sports and cashless. We are pushing for Open Sports team to create a wallet feature in OS (similar to previous prepaid sessions in GSS). This can help to reduce our merchant fees if enabled.

Entertainment and Meals - \$9.2k increase due to higher subsidy for members for the 2 Christmas dinners.

Overall, the club's financial statements posted a surplus of \$24.1k for the year. This resulted in a retained surplus of \$259k for 2025.

Much appreciation to John Quay and Kar Chong for their ongoing assistance and support.



PUBLIC OFFICER PORTFOLIO

Billy Wu

The Management Committee conducted 11 committee meetings to date in the reporting year 2024/2025, from October 2024 till August 2025. Records of all these meetings are available to our members on requests.



Due to the prescribed new tiers of the Association Incorporation Reform Regulations 2023 from 1 July 2024, DTBA continues to be a Tier 1 association with total revenue less than \$500,000.

There were 19 (up from 7 last year) incident reports submitted this year to date. Posters and guidelines have been put up on the noticeboard to help remind our members of the importance of safety.

Please note Badminton Victoria's Sports Insurance scheme provides useful sports insurance coverage when playing in the hall, and in sanctioned competitions such as Veterans tournaments.

EVENTS & MARKETING PORTFOLIO

Billy Wu

This year, members enjoyed two standout social events that brought us together over great food, engaging activities, and shared celebration.

Christmas Dinner - 13th December at Kambo Restaurant

Our Christmas dinner reached full capacity with 130 attendees at Kambo Restaurant. It was a fun filled night with trivia, generous sponsored prizes, and with RSVPs using the new OS system.



July Dinner - 25th July at Meating Nunawading

This mid year dinner drew an impressive 176 attendees and featured a Korean BBQ buffet, and raffle prizes.



We extend our thanks to our following sponsors:

- Healthy Move: Physio & Wellbeing
- Badminton Click
- Jacob Leong
- TP Sports
- Protech

Additionally, a huge thanks to the following who assisted in organising the above events this year: Felix Yung, Barry Lun, Hendra Kurnia, Joe Kwong, Kong Tung, and Julius Teo.

Marketing

Our DTBA Noticeboard on WhatsApp remains a crucial communication channel for all our members regarding to latest information, important updates and activities.

OS is also now used for various events communication.

Special thanks to those who have helped coordinate our membership communications:

- Anthony Leong (Facebook)
- Kevin Lim (Instagram)
- Alexey Grant (DTBA website)
- Julius Teo (OS)



MEMBERSHIP PORTFOLIO

Julius Teo

DTBA Membership

With the ever-increasing cost of shuttles, we have come to a point where DTBA is making a loss for each social session we host. As a result, we plan to increase our annual fee to \$50 for 2026.

As of August 2025, we have a total of 540 members. Our current membership profile is as follows:



Category	Memberships	Male	Female
Adult Members	408	302	106
Junior Members	54	45	9
Senior Members	78	61	17
Life Members (excl. CMs & Seniors)	8	6	2
Committee Members	8	8	-
Total (Adult + Senior + Junior)	540	408	132

We set a maximum capacity of 600 members, but we do not hope to come too close to this number as we want members to have availability of spots in our socials.

The membership process requires guests to play a minimum of 6 sessions before they can apply for membership. For lapsed members, they need to come back and play for 3 sessions before application. All applications will be reviewed by the membership team.

Badminton Victoria (BV) affiliation

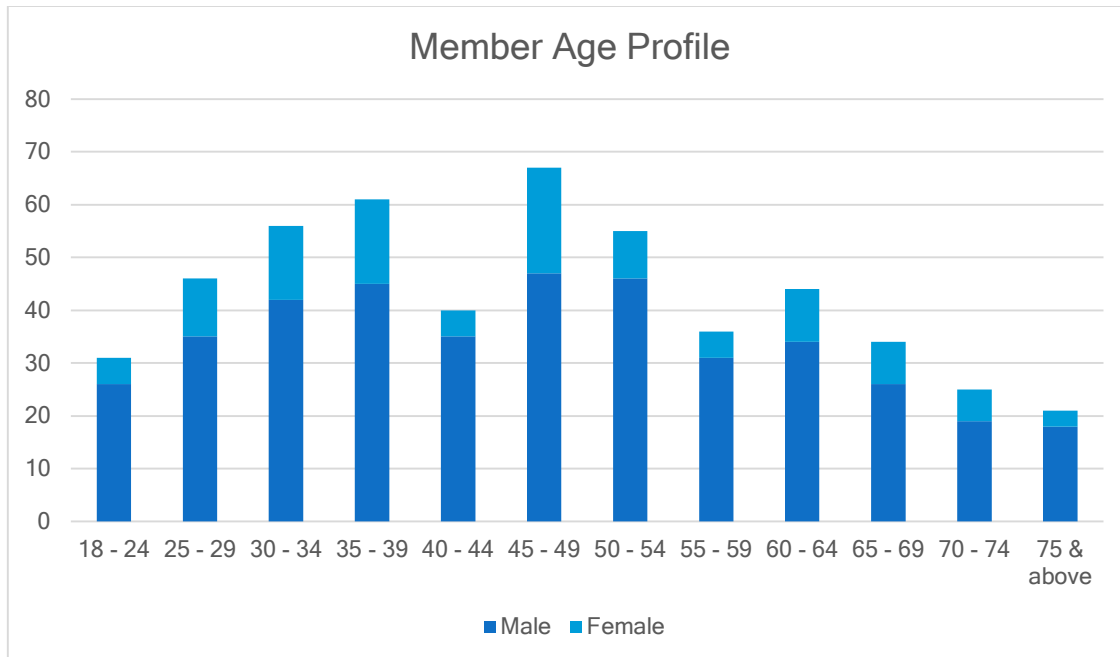
Through our affiliation with BV, our members have access to Sports insurance covering injuries while at the hall.

BV also conducts coaching and umpiring courses for members who are interested to gain further knowledge of badminton and volunteering their services to the Club.

Members can also join Veterans Competitions run by other BV affiliated Clubs throughout Victoria.

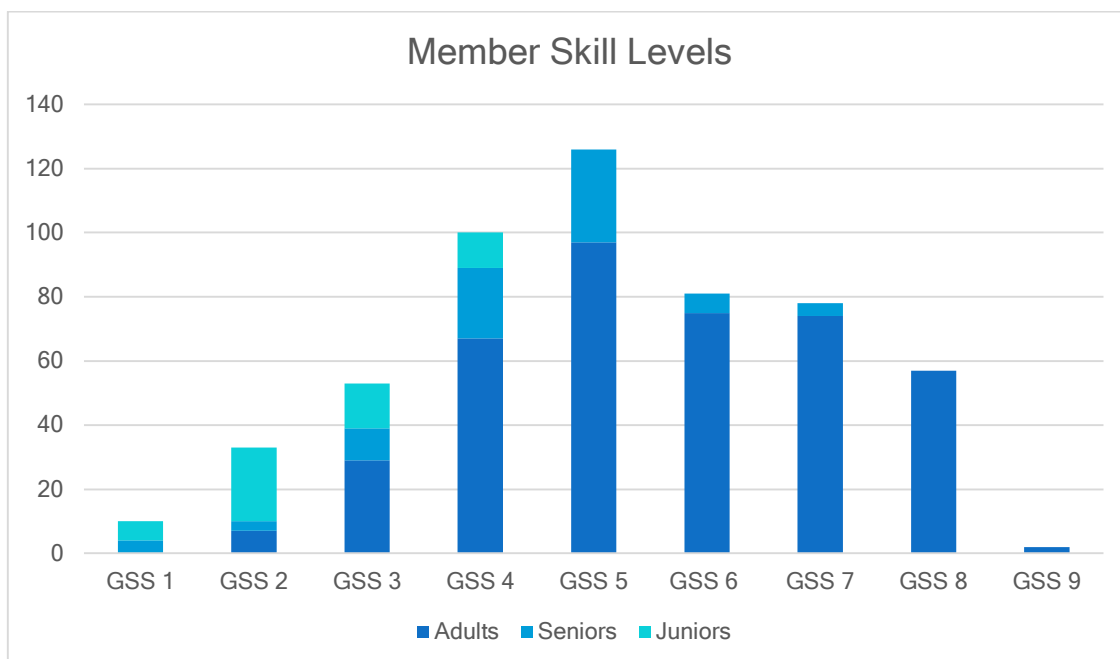
DTBA Member Age Profile

The age profile of our members shows our Club caters to a wide diversity in age.



DTBA Members GSS Levels

We also have a wide spread of members for all skill levels. This is inline with our mission to promote badminton as part of a healthy and active lifestyle in our community; to support and encourage members of all ages to improve their badminton skills.



Sunday Court Hire/Booking

Our Sunday court hire has been very well booked for most Sundays this year. Court bookings can be made through the Court Hire menu in our Dtba.org website or by accessing the DtbaCourtHire.Skedda.com app which have allowed members/non-members to check, book or cancel the courts.

We have also transitioned all long-hirers to use Skedda for their long-term bookings. This allows long-term hirers to better manage their usage and allows DTBA to better reconcile the accounts.



SUPERVISORS PORTFOLIO

Joe Kwong



This year, several updates have been implemented to improve session management, safety, and operational efficiency:

1. **Late Arrival Policy**

Players arriving after a session has started will forfeit their game spot to a replacement for the full 20 minutes. They may politely request the spot back, but supervisors retain full discretion over session management.

2. **Social Session Grouping**

Player grouping is now based on GSS skill levels within ± 1 grade to ensure balanced and enjoyable games.

3. **Grading Process Review**

A new grading review process is in place, with a dedicated committee to assess and approve grade review applications.

4. **Cash Handling Phased Out**

- Court hire prepayment
- Fridge drink payments must be made via PayID to eliminate cash handling.

5. **OpenSports Substitution Rules**

Private player swapping/substitution is not allowed. Only duty supervisors may manage session player changes (one mutually agreed arrangement per session request still valid).

6. **Safety Promotion**

Supervisors are reminded to give safety messages before each session. Posters and banners are encouraged, and safety guidelines are posted on the noticeboard to reduce injury risks.

7. **Test & Tag Compliance**

All electrical equipment, including shuttle machines, has been tested and tagged per AS/NZS 3760 standards.

8. **Sunday Session Update**

Effective March 2, 2025, Sunday court hire is extended to 11:00 AM - 6:30 PM. Susan Tung and Loo Lee will supervise these sessions.

9. Technology Update

DTBA has switched internet providers and is now using a new mobile phone for tethering internet to computers.

10. Online Incident Reporting

Supervisors are now using the AL Online Incident Report Form. Detailed instructions for completion and saving have been shared.

11. Portable Heater Usage

When the A/C is out of service, supervisors must use heaters via individual wall outlets only—not through the computer's power board—to prevent overload.

12. Paperless Session Transition

With help from James (GSS), DTBA has gone paperless. Session printouts are no longer required.

13. Sunday Court Hire Skedda Bookings

- Advance booking window reduced to 130 days for Long-term Users (LTU). All bookings must be paid via Skedda Stripe system.
- We no longer need to chase payments or handle debt collection for LTU, make advance bookings without payment and process refunds.

14. First Aid and CPR Training

During the period Oct 2024 to Oct 2025, there were 10 supervisors who participated in the refresher First Aid and CPR training (at the moment First Aid renewal is every 3 years whereas CPR is every year).

Supervisor Acknowledgement

The heart of our club's success lies in the commitment and dedication of our supervisory team. We would like to express our deepest gratitude to the following individuals who have played an essential role in the day-to-day operations of our club:

Richard Chong, Grace Chew, Bee Yong, Alex Chen, Simon Gan, John Quay, Lee Hills, Allan Cheah, Susan Tung, Loo Lee Kong, Hon Kim Kong, and Kong Tung (also serving as our President). Fill-in supervisors: Johnny Mathew, Ken Nguyen and Lawrence Ngh.

Their support has been a valuable addition, and we look forward to their continued involvement. Throughout the year, our supervisors have gone above and beyond to support not only our regular weekly sessions but also numerous club events and new initiatives. From

organising the Christmas-in-July dinner, managing t-shirt sales and pizza nights, to coordinating annual tournaments, safety concerns, Saturday KO competitions, and court hire bookings, their efforts have been instrumental in creating a vibrant and well-organised club environment.

The Management Committee and members extend their sincere appreciation for the hard work, enthusiasm, and professionalism consistently demonstrated by our supervisors. Their continued contribution remains a cornerstone of the club's growth and success.

Supervisor Name	Sessions
Richard Chong	Monday Evenings 7:30pm to 10:30pm
Kong Tung	Tuesday Evenings 6:30pm to 10:30pm
Grace Chew/Bee Yong	Wednesday Evenings 6:30pm to 10:30pm
HonKim Kong/Alex Chen	Thursday Mornings 9:15am to 11:15am
Alex Chen	Thursday Evenings 6:30pm to 10:30pm
Simon Gan/John Quay	Friday Evenings for Junior Session 7:00pm to 10:00pm
Lee Hills	Saturday Mornings 10:00am to 1:00pm
Allan Cheah	Saturday Afternoon 1:30pm to 4:30pm
Susan Tung	Sundays Court Hire 11:00am to 3:00pm
Loo Lee Kong	Sundays Court hire 3:00pm to 6:00pm
Susan Tung	Sunday Evenings 7:00pm to 10:00pm

**Play Smart,
Stay Safe,
and Smash Strong!**

PROCUREMENT PORTFOLIO

Felix Yung



Shuttlecocks

DTBA continued to use Aeroplane shuttlecocks in 2024/25. During the year, shuttlecocks increased in price on multiple occasions and this expected to continue in 2025/2026 due to supply constraints.

Below are the statistics for the reporting year 2024/25:

Date	# players	# shuttles	Usage per player	Participation Rate
Jul-24	1968	2044	1.04	85.0%
Aug-24	1889	2172	1.15	88.9%
Sep-24	1750	2105	1.20	86.8%
Oct-24	1752	2147	1.23	82.0%
Nov-24	1645	1922	1.17	84.6%
Dec-24	1521	1796	1.18	86.2%
Jan-25	1416	1697	1.20	78.2%
Feb-25	1482	1745	1.18	83.5%
Mar-25	1786	2027	1.13	90.8%
Apr-25	1832	2105	1.15	95.4%
May-25	1660	2420	1.46	88.0%
Jun-25	1610	1957	1.22	89.4%
Total	20311	24137	1.19	86.6%

Drinks and Sundries

John Quay continues to keep the fridge nicely stocked as well as steaming the shuttles to provide better longevity.

Jenny Morcom ensured the availability of tea and coffee supplies. In addition, she helps to keep cloth towels fresh and clean.

We thank both John and Jenny for their continued support and contribution to the club.

SPONSORSHIPS PORTFOLIO

Felix Yung

In the year 2024/25, the club was kindly supported by a number of sponsors.

Major Sponsors

Healthy Move - <https://healthymove.com.au/>



Badminton Click - <https://badmintonclick.com.au/>

**BADMINTON
CLICK**

We thank all our sponsors for their continued support.

FACILITIES PORTFOLIO

Kong Tung



Stadium Maintenance

Once a year Stadium Floor resurfacing completed Jan 2025.

Manningham council engaged Services Consultant (WarrenGreen Consulting) to assess all their Manningham Stadium resources. No more word after initial interview.

Aligned Leisure(AL) has seemingly assigned their Stadium Manager to look after DTBA issues.

Stadium Cleaning problems

Whenever a new Cleaner has been engaged at DTBA, we seem to have deteriorated cleaning standards in the supplied services. Most recent is July 2025 end to Aug 2025 period. This has been conveyed to AL. AL recently 21/8/2025 sent a Plumber to attempt to fix outstanding (some are a year old!) reported roof leaks (Crt 2, 4, and 6). This was apparently authorized by Manningham Council.

Future Activity

*AL Stadium Induction for Supervisors (on hold...non urgent as DTBA has own procedures)

*Key less System for Stadium - no word

Manningham Council major items

2026

*Stadium Roof Major Replacement/Repair - no further news



IT PORTFOLIO

Kong Tung

Opensports platform

After extensive period of Pilot Testing using OpenSports:

*From November 2024, Opensports Platform was successfully cutover to being operational, completely replacing the old DTBA front end systems ...Card System and membership module.

*Critical task followed ...of transferring members 'GSS prepaid credits'(old system) to reflect OS players credit was successfully managed and completed.

**All DTBA Socials became available and visible with RSVP OpenSports App (and browser) as OS Events.

No more Cash!

Further consolidation and use of OS functions.

* OS Game Vouchers for members still in test mode

* OS Dinner, Club Tshirts purchase using OS app

*Upcoming healthy ageing project with approved Council grant, to be set up as an Event for over 60yrs old using OS.

*OpenSports Tournament features

Annual Graded Tournament, and all Baddy Competitions performed by OS Tournament - has become regular setup tasks for Players entries

OS App based access to Games and Matches.

GSS & OS interface

- Installed option to perform digital storage of Supervisors Collection Sheets
- Ongoing Maintenance of GSS and to enhanced GSS code (WIP task)

Skedda Court Hire Software bedded down

All future Sunday Court Hire Bookings will be using Stripe payments (credit card) similar to OS payments.

Maintenance of Website tasks

Future Activity

Ongoing -Still outstanding GSS prepaid credits not yet claimed

Two categories 1. Unmatched Members 2.Lapsed Members

Future Projects

- GSS GAME Scheduler re write
- Website redesign tasks pending
- OS Supervisors forum



PROGRAMS & DEVELOPMENT PORTFOLIO

George Chen

A successful year for our Sunday Coaching program since our last AGM! We have maintained a level of engagement from our existing group of students and many new registrations (i.e., greater than 50 enrollments each term). We have received very positive feedback from parents and students throughout the year.

We extend our sincere appreciation to our growing team of coaches who dedicated their time on Sunday mornings and volunteered to deliver the program to our group of primary and secondary students. These include Hock Eap, Alan Wong, Hock Hee Lee, Kum Wah Low, Yee Khoon Tee, MK Tang, Kar Chong, Chris Lim, Ken Hoang Nguyen, George Chen, Terry Goh, Thanh Nyugen, Arifin Ang, Benny Pan and Terence Lim. Your commitment, dedication and passion for promoting Badminton to our next generation are greatly appreciated.



We have formed a Coaching Administration Group, encompassing Yee Khoon Tee, Hock Hee Lee, Arifin Ang, Chris Lim and George Chen. This group has made a great team effort in developing the coaching program, recruiting new coaches, and coordinating the End of Year event.

We would also like to thank Susan Tung who kindly helped us sort out shutters, without which we would not have been able to start our coaching every Sunday so smoothly.

For members who are passionate about helping young children develop the basics of badminton and promoting the sport to our future generations, please speak to any of the coaches or committee members, or contact coach@dtba.org for more information.



A photo of the coaching team in December 2024.

COMPETITIONS PORTFOLIO

Seng Hock Tan



During the term of this Committee, CSC was active in:

1. Grading Review - new process

- Updated and implemented a new Grade Review Request (GRR) process effective 1 Jan 2025.

Up to July 2025 the following 24 GRR was received and processed

Upgrade	3 to 4	4 to 5 *	5 to 6 *	6 to 7	7 to 8	Exceptions
Processed	1	8	5	5	1	4
Approved	1	8	1	4	-	-
Rejected	-	-	4	1	1	-

* Two request for 4 to 6: 1 rejected, 1 approved

One request from 5 to 7: rejected

One request for downgrade from 8 to 6: approved

Note : The GRR process was paused in July and Sept. It will remained paused pending revamp of our GSS

2. Revamp of GSS -in the works

GSS 4 & 5 make up almost half of current membership. A revamp of the current GSS to identify, rectify and facilitate a more balance games for GSS and club competitions is in the works .

With members support CSC will continue to work towards framing grading and competitions for members to have balanced, fair and enjoyable games.

3. Competitions 24/25

The schedule competitions viz

Monthly KO

Women's Comp

Juniors KO

Annual Graded Tournament

4 Feathers

were held successfully using OS Competition software plus the help of the CMs, CSC, Volunteers and IT team.

Some event have marginal profit while other had marginal loss.

Overall the P&L for the events was a small loss (a few hundred a loss of a few hundred dollars) but the club have enough revenue to cover this.

Finally, I like to place on records my grateful thanks to the club's President, other CMs and all my fellow CSC and Grading Group members for their patience, understanding and support during my time as DTBA 24/25 Committee Member.



COMMITTEE & VOLUNTEERS

President	Kong Tung
Vice President	Joe Kwong
Secretary	Billy Wu
Treasurer	Hendra Kurnia
Committee Member	Felix Yung
Committee Member	George Chen
Committee Member	Julius Teo
Committee Member	Seng Hock Tan (from Nov'24)
Committee Member	Yee Khooon Tee (until Nov'24)

Supervisors	Sub-committee members	Sub-committee members	Sunday Coaches	Volunteers
(R)-Relief	Competitions/Events	IT and Admin Support		
Keat (Alex) Chen	Seng Hock Tan	James Lin (IT)	Hock Eap	Valerie Koe
Lee Hills	Joe Kwong	Tze Pin Khor (IT)	Alan Wong	Anthony Leong (Facebook)
Bee Yong Soo	Kong Tung	Barry Lun (IT)	Hock Hee Lee	Kevin Lim (Instagram)
Grace Chew	Narasimhan Ravi	John Quay	Kum Wah Low	Alexey Grant (Website)
Allan Cheah	Julius Teo	Li Zhu (admin)	Yee Khooon Tee	Julius Teo (OS)
Richard Chong	Tze Pin Khor	Yee Khooon Tee (admin)	MK Tang	James Pan
Hon Kim Kong (R)	Billy Wu		Kar Chong	GB Tan
Simon Gan	Jacob Leong (adviser)		Chris Lim	
Loo Lee Kong	Andrew Kok (Veterans)		Ken Nguyen	
Johnny Mathew(R)			George Chen	
Ken Nguyen(R)			Terry Goh	
Lawrence Ngeh(R)			Thanh Nguyen	
Susan Tung			Arifin Ang	
Kong Tung			Benny Pan	
John Quay			Terence Lim	