

ALDERSHOT TENNIS CLUB
BOARD OF DIRECTORS' MEETING

Tuesday, April 10, 2018

M I N U T E S

Present: Oliver Barkovic, President. John Korosi, Past President; Paul Martin, Vice President; Pauline Dotchin, Secretary; Christopher Duque, Membership Director; Dot Knight, Marketing and Communications Director; Anne Luxon, Social Director; Gerry Blake, Director of Court Management; Jackie McCluskey, Treasurer.

Absent: Jesse Vermeer, Maintenance Director; Ron Tansley, Program Director.

Treasurer's Report – Jackie McCluskey

- The Treasurer updated the Board on the cash balances for all accounts as at March 31, 2018.
- Paul Martin will be added as a signing officer. The 3 signing officers are now Oliver, John and Paul.
- The Treasurer advised that we can stop paying the Quickbooks fee of \$30 per month and go on a stand alone Quickbook software at no cost.
- The Treasurer will be doing a complete review/mini audit of records for 2017 up to March 2018, so she may be fully updated on the historical activity.
- Jackie prepared and reviewed with the Board the statements of operations for the last 3 fiscal year ends for comparative purposes.
- Moving forward, the Treasurer will review the monthly activity and change in cash position at each monthly executive meeting. This will include a review of all expenses in detail.
- Treasurer confirmed she will review the financial statements to the board prior to the AGM for the fiscal year end of September 30. Treasurer will also speak to the financials at the next AGM to any and all members in attendance at the AGM.
- The Treasurer reiterated that all cheques issued must have supporting documentation/receipts to back up the expenditure. Anyone using personal funds for expenses on behalf of ATC must submit receipts to be reimbursed.
- Insurance with Ontario Tennis Association has been renewed. The premium has dropped approximately 50% in our favour.

Maintenance Report - Gerry Blake

Gerry spoke about bubble repairs for a cost of \$600. The outside arch on one of the exit doors will be replaced. Along the south entrance side, the flaps will be sealed. Gerry got a quote for replacement of machinery for HVAC - \$80,000 to replace the blower. It was discussed what the blower is capable of doing. Gerry will send out to the Board the information he was given. The City owns the land, the building and the bubble.

Social Director – Anne Luxon

Anne reported that we have over 100 people signed up for the Banquet on April 21. We still have room for others to sign up. The room can accommodate 200 people. Our break-even number is 120 people. The more the merrier!

Adjournment

The meeting adjourned at 9:35 pm.