

ALDRSHOT TENNIS CLUB

BOARD OF DIRECTORS MEETING

MONDAY, DECEMBER 18, 2017

Present: Oliver Barkovic, President; John Korosi, Past President; Paul Martin, Vice President; Jeannie Woodcroft, Assistant Treasurer; Christopher Duque, Membership Director; Dot Knight, Marketing and Communications Director; Ron Tansley, Program Director; Anne Luxon, Social Director; Gerry Blake, Acting Maintenance Director.

Absent: Pauline Dotchin, Secretary;

1. Approval of financials

- Hydro: There appeared to be a discrepancy with the numbers but it was ascertained that the amount of \$5,886 is for Hydro.
- Jeannie writes cheques and makes deposits – the remainder of the tasks re financials are covered by the Treasurer.
- We need a Treasurer to look at items such as Hydro Bills on a monthly basis. The Treasurer should attend each Board meeting and review the bills with the Board. Jean Robertson did this when she was Treasurer.
- Oliver stated that he would contact an Accounting Firm to see if we can outsource the financials.
 - i. Jeannie would pass the monthly expenses and deposit amounts to the firm.
- Jeannie stressed that all expenses must be assigned to the proper line. e.g. Revenue and Expenses.
 - i. Peter's contract states 10% of tennis balls revenue, 10% of ball machine revenue, card replacements revenue. We need to be tighter with deposits and assign the corresponding line item to the \$ amount.
 - ii. Gerry stated that he tracks Guest Fees in an Excel Spreadsheet, which shows all details. Jeannie requested the Excel Spreadsheet.
 - iii. Bubble-up expenses all need to be clarified.
 - iv. Peter will control tennis balls for sale.
 - v. Jeannie requested to see the role description for the Maintenance Director. Gerry will create one.
- Gerry and Jeannie agreed to get together to discuss categorizing expense vouchers, etc.

MOTION: John moved that we approve the financials. Seconded by Ron. Carried.

2. Pro Contracts

- a. Contract details were discussed in-camera.

3. Board member updates

- **Ron: Ladies Tuesday doubles league**
 - There was a challenge with ladies joining A1 and A2 since they had a capped number with both groups intentionally booked in the same time period. This resulted in approximately 38 people in A1 and A2 and approximately 12 in group B - initially with 4 time slots but now reduced to 3 time slots. Players in A1 and A2 play

on alternate weeks while players in B play every week and occasionally struggle with finding spares.

- New members have tried to join day-time round robins and leagues but haven't been able to do so. Ron and Peter have met with each of the 3 day-time League/Round Robin convenors to discuss ways of changing the format. The ladies who play in these day-time League/Round Robins have voiced their opinions and are not happy with the proposed changes.
- Dot to send an email to the 3 day-time League/Round Robin convenors and ask them to forward it to their members (the majority of board members approved wording):

"The Board has discussed the topic of Ladies Leagues and Round Robins and thank Peter Buckley, Head Pro and Ron Tansley, Program Director for their efforts in reviewing the present program and offering new approaches to organize more play time for all members. The board has accepted their recommendation to allow the existing structure to continue for the duration of the winter season.

Ron and Peter, through discussions with the Board, will be implementing a new format in the fall of 2018 which maximizes benefit and fairness to all members - new and existing. They will also be seeking input from all members as ATC moves forward into 2018."

4. Vacant Board Position – Maintenance Director

- Gerry met with Jesse Vermeer and would like to proceed to invite Jesse to take the position on with Gerry mentoring him for 2 years.

MOTION: John moved that we approve Jesse as a new member of ATC, taking on the Board position of Maintenance Director for a period of 2 years. Seconded by Chris. Carried.

Gerry to send Jesse's contact info to Dot to update the Board Contact list

Questions re Maintenance Director

Question: What jobs get contracted out?

Response: Court cleaning, Cleaning Clubhouse, Snow clearing, Paul Harris. Contracts are issued every 2 years.

5. Other business.

- Peter Buckley would like to attend a Board meeting in February or March, 2018 as he has a number of items to discuss.
- Peter wants an email blast sent out re introducing a Saturday, 1:00 p.m. – 3:00 p.m. Peter to send info to Dot to create communique.
- Ron and Peter would like to get sponsors for tournaments – such as Subway, etc.
- Gerry stated that 'Your Ball Machine' has been deleted from the selection list in GigaSports. Dot to send an email blast using the wording from Gerry's email with changes he has provided plus multi-ball usage and drawing nets between Courts 1 and 2.
- Gerry asked if he could remain on the Board doing the following: Court monitoring, Guest fees, No shows, Co-maintenance Director, Mentoring Jesse, Liaison with GigaSports, etc. This will be

discussed at our next Board meeting. We need to consult the By-laws and Constitution to ensure all is in order if we go ahead with this.

- Heater in Bubble: Commercial Air sent one of their staff to check the issue and report back to Gerry. Gerry hasn't received the report yet.

Extension Update - Oliver

- We are going to have a Building Permit.
- Oliver needs to submit a letter of maximum occupancy: 122 standing and 75 seated (current numbers).
- RFQ will begin and then we will go to tender.

6. Adjournment

- Meeting was adjourned at 10:05 p.m.