

Minutes of Aldershot Tennis Club Board Meeting

Monday, May 16, 2016

Present: All Board members attended except for Susanne.

The meeting was held at ATC in the club house.

1. Club extension:

- is still behind schedule and looks like we won't be able to get it done this year.
- Steve and Ken met with the City of Burlington and resubmitted the site plan requirements. The City will review it and, once it's approved (end of May), we can apply for the permit for the building, which should take 3 - 4 weeks.
- Lighting is being reviewed as it didn't cover the area to the parking lot. We will place one large light at the entrance door.
- Steve is not happy with the budget and the fact that the City is not contributing to it (they have no money to offer).
- Jennifer Johnson manages contracts.
- The City appear surprised we will not apply for a loan from The City of Burlington and want to run the project privately with funds from elsewhere (members possibly). However the City have asked us to seriously reconsider this given that project management and controlling contractors is a risky business if you do not have experience. Their \$12,000 management fees will pail into insignificance if the job goes wrong or we get into a dispute with a contractor.
- The City believes we were ill advised by architect on original budget and agree we may be forced to scale back the plan. It has been more than 2 years since we had the estimates done - inflation and costs have all increased.
- There are several scenarios we can opt for:
 - i. Go back to the architect for revisions
 - ii. Find a builder ourselves
 - iii. Scale back the plans. We have not received a revised price and are struggling to get it from architect or builder.
- We have probably already spent \$30,000 - which is part of the \$472,000 we had asked the membership for the project. This is not good news.
- Gerry stated the washrooms in the clubhouse are not working and we are liable to find the money to get them fixed. The City is not responsible for this.
- John suggests we scale back the plans and get the cost way down. The City can take the club back with only 60 days' notice. And the City can charge 25% on any outstanding liens AND The ATC Board would be responsible. John has emailed the Mayor and our City

Councillor but they say they cannot do anything – it is out of their hands.

- Steve said that they discussed the JV contract at the meeting he attended with Ken. We can go through the preliminary tendering process i.e. go to contractors and advise we only have \$400,000 to spend. With the scope of current work outlined, this number is unlikely to be met but The City will make 2–3 telephone calls to contractors to get a view on the feasibility.
- If we use the existing plan and meet the number, we can feel the waters to see if someone will agree and, if we are satisfied, we can select them instead of tendering. It is unlikely the price will be lower.
- If we scale back, we will have to go back to the architect (Kathy Vogul) to change designs and footprint and this will cost ATC more money.
- Several members at ATC have mentioned that they have money available and would like to loan the club money at a low interest rate to fund the project.
- The City's Joint Venture (JV) needs rewording – it is not well written. It was written more than 2 years ago. The City wants to rewrite it for all sports clubs in Burlington and extend the length of the term from 5 years to 10 years with more modern and relevant terminology.
- Each club has a reserve fund. The City wants ATC to have \$20,000 retained per year on reserve. John has asked them to come up with a revised number taking current funds into account and the City is considering our request.
 - i. Gerry suggested it should be a percentage rather than a fixed amount – to a maximum amount.
- Terminations of clubs
 - The City has been running contracts for sports clubs since the mid 1960's. No club has ever been repossessed to date. If the law changes, it needs to be taken into consideration – Federal Government vs. Provincial Government.
- What if we took out Director Insurance? Check wording (*We have it SJG*)
- Other sports clubs in Burlington are not in the same position we are in. Some have finished renovations and other priorities so ATC's issues are not likely to rally support.
- Malcolm doesn't have much faith in how the City manages their projects. There are washrooms in public pools that are not working, etc.
- Steve added that when you run a building contract, you need people present constantly to ensure all is going to plan and liaise with contractors re issues, changes, payments, etc. Derek Shrubsole may help but we need more than one person – we need a team to oversee the project. It will probably take about 6 months to complete the project.

- Steve suggested we wait for the JV contract to be finalized before doing anything else.
- John is struggling with the fact that we as a board would be on the hook for any outstanding debt.
- The most expensive repair to the building is the roof (\$50 – 60,000).
- Wheelchair accessibility is a separate project.
- Decisions made:
 - Wait for the final dollar amount. If higher than \$472,000 then we need membership approval to continue.
 - Wait for JV meeting
 - We as a board don't want to sign the JV agreement unless it is amended
 - We will reconvene after JV meeting
 - Suspend meetings with City a possibility ref extension until JV contact agreed

2. **Trillium Grant** for capital funding is still being investigated.
3. Tennis Canada has asked if one Invictus wheelchair athlete can train at ATC.

4. **Directors' reports on their responsibilities**

Gerry:

- Fencing
 - Mike Drexler will supply metal ties and capping for minor repairs
 - Drop off to Craig
 - Gerry will approach Mike to get quote on capping beam ends of bubble shed beam
 - Mike wants to bid on the tree removal job if required
- Lighting goes off at 10 p.m. Gerry will ask Paul Harris to change the setting to 10:30p.m.
- Bubble up date is October 1st.
 - Gerry will confirm date with Shawn.
 - Gerry will ask Susanne to send communique when date finalized.
- Camera is now working
- Clock is fixed

Malcolm:

- Summer programs
 - Malcolm provided revisions to Susanne and Hilda.
- Jennifer has signed her contract. John signed it during meeting.
- Malcolm would like all league conveners to provide feedback.

- Minutes of meetings should be posted on board in ATC clubhouse.

Chris:

- Summer member stats: 27 returning Summer Members, 49 New Summer Members, 27 Junior Summer Members.
- Ball Machine – summer
 - Bring own ball machine
 - Sign waiver
 - Keep on Court 4 only
 - Not to use during league play
- We don't need a summer co-ordinator, therefore, Chris will remove the section from the Registration form.
- Chris will look after volunteer sign up online.
- League co-ordination. Malcolm to provide \$40 gift cards from Just Tennis to winter league conveners.

Hilda:

- The banquet was a complete success. (Look at increasing ticket price next year).
- Gerry says bricks are free for the taking – based on removal of cement and garbage at front of ATC building
- The planter can stay as-is.

Jeanne:

- Jeanne has information on 2 ladies who might be able to help with Treasurer position. Jeanne will contact both and report back.
- Quickbooks software is not backward compatible.
 - Buy the online version – \$26 per month
 - Have access anywhere – for 3 people
 - Transfer license
 - Use PayPal

5. The **next meeting** will be announced after John has the information from the JV meeting. John will send an email.

The meeting was adjourned.