

**ALDRSHOT TENNIS CLUB
Meeting Minutes**

Date: May 5, 2020
Time: 7:00 pm
Location: Zoom conferencing

President: Christopher Duque	X	Marketing: Naiomi Gardner	X	Maintenance: Jesse Vermeer		
Vice President:		Secretary: Connie Godyn	X	Treasurer: Jackie Mc-Cluskey	X	
Past President: Oliver Barkovic	X	Program: Julie Beltrano	X	Membership: Malcolm Harris	X	
Social: Anne Luxon	X	Court Management: Gerry Blake	X	Head Pro: Peter Buckley		

REGRETS: Jesse Vermeer

Approval of Minutes- April 5, 2020 minutes approved by Oliver Barkovic, seconded by Gerry Blake

NEW BUSINESS

PRESIDENT-Chris Duque

- tennis club remains closed due to ongoing Covid-19 restrictions and as such no decisions can be made regarding potential summer operations and contract workers
- the ATC has received the building permit for the clubhouse renovation but still awaiting the construction agreement
- review finances to ensure that we can proceed with project and be fiscally responsible

PAST PRESIDENT-RENO UPDATE-Oliver Barkovic

- after 6 long years we do have an approved building permit
- no changes needed with current plan other than a hatch opening above the electrical room
- in order to get a construction agreement the city requires a letter of credit(LC) for 50% of cost of renovation which is common procedure as it guarantees we have the funds to cover the cost of the project
- the bank and board of directors need to see the letter from the City of Burlington regarding Letter of Credit in order to proceed
- Bank, City of Burlington and contractor all need to agree to terms of LC
- discussed options for proceeding and it most likely will be in a form of GIC's
- **board** needs to see an updated WSIB clearance certificate from contractor Altomar

ACTION

- once we have clarification of what the LC entails, Oliver is to liaise with bank, city of Burlington and contractor so that the board can decide on the best way to proceed (everyone is to be cc'd for the record and decision making)
- Chris Duque to follow up on WSIB certificate
- BOD meeting next week will invite renovation committee members to discuss construction agreement

TREASURER- Jackie McCluskey

- Finances, bank balances and cashflow were discussed in detail
- Finances were reviewed by the board and it was determined that the club is in a good financial position to proceed with both the new blower and renovation
- bubble contingency fund to be applied to blower as previously discussed
- consideration of increasing the bubble contingency fund to \$200,000 given current known costs of a bubble replacement
- court surfacing to be delayed till financially feasible

MAINTENANCE-Gerry Blake

- Utilities continue to be monitored
- recent gas bills presented with the expected drop in monthly charge
- 4 invoices for Carrier have been resolved. One was cancelled and another reduced for a savings of approximately \$2200
- blower purchase options are still being considered
- one of the contractors may have a 1-yr old blower but needs to check if it will work at our facility

ACTION

- Gerry will continue to pursue the new used blower option and hopes to be able to report for next meeting as to whether this may be an option otherwise we need to move forward with the purchase of a brand new unit
- goal is to have a provider by end of May

REPORTS

WEBSITE-Naiomi

- clarified that outstanding invoice for website was paid

SOCIAL-Anne Luxon nil

MARKETING -Naiomi Gardner nil

PROGRAMS-Julie Beltrano nil

COURT MANAGEMENT-Gerry Blake nil

MEMBERSHIP-Malcolm Harris

- summer membership currently not active secondary to Covid-19 restrictions

HEAD PRO (Peter Buckley) nil

ADJOURNMENT

Meeting adjourned at 20:40pm

Next meeting date: May 12, 2020 7pm with special focus on construction agreement and blower status

Location: Zoom conferencing format