

**ALDRSHOT TENNIS CLUB
Meeting Minutes**

Date: Aug 18, 2020

Time: 7:00 pm

Location: Zoom conferencing

President: Christopher Duque	X	Marketing: Naiomi Gardner	X	Maintenance: Jesse Vermeer	X	Building Committee: Derek Shrubsole
Vice President:		Secretary: Connie Godyn		Treasurer: Jackie Mc-Cluskey		Building Committee: Lloyd Ripani
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	X	

REGRETS: Jackie McCluskey, Connie Godyn

Approval of Minutes: August 4, 2020 approved by Gerry, seconded by Anne and all in favour

NEW BUSINESS

ATC Covid Phase 3 Protocols

- Everything is running okay at the club, no membership concerns with current guidelines.
- Enough hand sanitizer and wipes to last remainder of summer.

ATC Return to Indoor Tennis

- BOD discussed modifications to current return to tennis plan to transition to indoor play. Current [Government of Ontario guidelines](#) allow for indoor recreational facilities to start-up with:
 - Examples of facilities for sports and recreational fitness activities include gyms, fitness studios, and community centres.
 - Physical distancing must be maintained, except if playing a team sport or as needed for personal training.
 - The total number of people permitted in areas containing weights or exercise machines is limited to the number of people that can maintain physical distancing of at least two meters, which cannot exceed the indoor gathering limit of 50 people.
 - The total number people permitted in classes or organized activities at any one time is limited to the number of people that can maintain physical distancing of at least two meters, and cannot exceed the indoor gathering limit of 50 people or the outdoor limit of 100.

- Assigned spaces are strongly recommended for organized fitness classes (e.g., by marking circles on the floor to designate where each person should exercise).
- Gathering limits do not apply in all other areas (e.g., pools, tennis courts and rinks).
- Equipment must be cleaned and disinfected between user sets or at the end of a game.
- Any washrooms, locker rooms, change rooms, showers or similar amenities made available to the public must be cleaned and disinfected frequently.
- Steam rooms and saunas are not yet permitted to open.
- BOD reviewed items to facilitate requirements for bubble and clubhouse, intent is to pass plan to COB for approval and then send to membership and ask for members to reply with their intention for 2020-2021 season.
- Concern communication from membership is: managing touch points in bubble and clubhouse and air circulation.
 - Review with COB guidelines or suggestions for cleaning frequency: can we leave wipes and ask members to wipe down, look for volunteers, reach out to Jennifer, etc.
 - Review with Carrier any suggestions around increasing fresh air intake. Review with Appleby what their plan is.
- BOD discussed the following items that will be amended to the current Phase 3 guidelines. Where required motions were voted on.
 1. Masks/Social Distancing- Due to limited space available to maintain social distancing in the clubhouse, hallway and airlock mask usage will be critical.
 - a. **MOTION:** All members who enter the Aldershot Tennis club will be required to wear a face covering/mask from the time they enter the clubhouse until they place down their equipment on their booked court and when they pick up their equipment to leave the court until they leave the clubhouse. (Approved - Gerry, Seconded - Naoimi, All in favour).
 - b. **MOTION:** There will be a maximum of 4 members allowed at one time inside the hallway and airlock. Members must wait until their court is empty before proceeding to the courts. The area will be taped and marked off. (Approved - Oliver, Seconded - Jesse, All in favour).
 - c. Carried from the Summer Phase 3: only ATC members who have court time booked are allowed inside of the club (no guests, no visitors, no spectators, etc.)
 - d. Members will be reminded to show up for their booked time, leave the courts once their session is over and leave the clubhouse as quickly as possible.
 2. League Play - The club will follow the current BOD guidelines for league play, requiring conveners to maintain list of players at each session and provide to BOD. To prevent large gatherings, there will be no drop ins (Friday Night) during the winter. If there is interest we can look to create an organized mixed doubles league (Davis Cup). To allow for less congestion in the club during change-over the following motion was presented.

- a. **MOTION:** During league play there will be a 10 minute interval between each session, and members will be asked to leave the courts immediately following the session. (Approved - Julie, Seconded - Gerry, All in favour).
3. **Clubhouse Cleaning** - BOD will reach out to COB and other clubs to obtain guidance on cleaning requirements. Once requirements are understood we will review at next meeting.
4. **Membership Credit** - BOD understands club was closed from March 16 - June 30. Other facilities have provided members with credit for time missed. BOD reviewed plan to offer a membership credit for members returning in 2020-2021 and providing refunds for members leaving the club. To understand refund amount, reviewed fee breakdown for Adults, Students and Junior. Junior Program and Match play were complete at the time of closure.
- a. **Proposed Motion:** To compensate members for time missed due to COVID shutdown BOD will offer a membership credit for returning members and refund to departing members of: Adult - \$100, Student - \$75 and Junior - \$50. The offering of the credit will be accompanied by a message to explain to membership the improvement work in progress to improve the club (reno and blower).

	Scenario 1: Fee is Split	Scenario 2: Winter ONLY		Scenario 1: Fee is Split	Scenario 2: Winter ONLY		Scenario 1: Fee is Split	Scenario 2: Winter ONLY
Adult Membership	\$536	\$536	Student Membership	\$379	\$379	Junior Membership	\$255	\$255
Winter Fee	\$411	\$536	Winter Fee	\$294	\$379	Winter Fee	\$198	\$255
Fee/Month	\$59	\$77	Fee/Month	\$42	\$54	Fee/Month	\$28	\$36
Summer Fee	\$125	\$0	Summer Fee	\$85	\$0	Summer Fee	\$57	\$0
Fee/Month	\$25	\$0	Fee/Month	\$17	\$0	Fee/Month	\$11	\$0

Time Missed	Scenario 1: Fee is Split	Scenario 2: Winter ONLY	Time Missed	Scenario 1: Fee is Split	Scenario 2: Winter ONLY	Time Missed	Scenario 1: Fee is Split	Scenario 2: Winter ONLY
Winter - 1.5 Months (March 16 - May)	\$88	\$115	Winter - 1.5 Months (March 16 - May)	\$63	\$81	Winter - 1.5 Months (March 16 - May)	\$42	\$55
Summer - 1 Month (May - June)	\$25	\$0	Summer - 1 Month (May - June)	\$17	\$0	Summer - 1 Month (May - June)	\$11	\$0
Total	\$113	\$115	Total	\$80	\$81	Total	\$54	\$55

Recommend	\$105	\$105	Recommend	\$75	\$75	Recommend	\$50	\$50
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Retained Fees	\$2,744	\$3,351	Retained Fees	\$1,700	\$2,113	Retained Fees	\$1,302	\$1,579
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5. Covid Sabbatical - A minority of members have indicated due to the current uncertainty around the pandemic they would like to take one year off. To allow members in good standing the option to take the year off the BOD proposed. An email will be sent to members before the end of August requesting they provide their plan for the 2020-2021 season by September 15th.
 - a. **MOTION:** Members are allowed to request a full year sabbatical due to health concerns around COVID. Members will remain on leave for the full year, and can join as a summer member in May. Members requesting leave will not be required to pay the clubs \$100 sabbatical fee, but will not be entitled to the \$100 membership credit. A doctor's note is not required to request leave. (Approved - Naiomi, Seconded - Malcolm, All in favour).

Membership Fee

- Previously the BOD had discussed raising membership fees by 1% to 2% each year to align with inflation and avoid large increases. BOD will discuss at next meeting.

Trillium Grants

- Club was informed that Trillium is offering grants for projects that have not started. BOD will follow-up with Trillium to understand if we can apply for a grant for the clubhouse renovation or blower, the application states it will not fund projects underway so the changes are limited. The board will also reach out to members to look for volunteers to assist with the grant and discussed obtaining grant funding to resurface the courts and repair the outdoor lights.

Renovation

- Contractor provided update for the weeks of August 5th and August 17th:
 - August 4-7 This week we will be grouting the block reinforcement
 - August 10-14 Provided we have approval on the additional shoring requirements for the rapidex we can schedule that in. We will be removing the concrete floors where required and start interior sewer.
 - August 17-21 pour new concrete area's and prep for structural block openings
 - August 24-28 starting interior framing and possibly roof trusses
 - We have removed all the concrete floor as required Interior drains starting today and will be completed by end of this week
 - Concrete pour scheduled for Tuesday August 25
 - In progress is the roof perimeter - installation of threaded rod for truss plates - roof truss install week of Aug 31
 - Upon completion of the concrete floors we will be ready for the shoring and structural work required prior to starting interior framing, would like to start this September 7 if not sooner
 - Just as a friendly note, if you could ask the members not to throw garbage bags into the concrete bins as the bins are charged at concrete rates, if there's any

garbage the bin gets charged as garbage bin and ends up costing a considerable amount. We have been removing the bags from the bins. Once we have a garbage bin for construction debris there's no issue for the odd bag of garbage being thrown in.

- Renovation Change Notices: BOD reviewed 4 new change overs for the renovation
 - Change Order #3: Replace Exterior Door (Optional) - Denied (Yes - Oliver; No - Gerry, Jesse, Anne, Malcolm, Naiomi and Julie)
 - Change Order #4: Replace shingles on bubble Shed (Optional) - Passed (Yes - Gerry, Oliver, Anne, Jesse, Malcolm; No - Julie, Naiomi)
 - Change Order #5: Shoring for structure (Required) - Passed (All in favour)
 - Change Order #6: Requesting more information from contractor.

REPORTS

WEBSITE-Naiomi nil

TREASURER-Jackie McCluskey nil

SOCIAL-Anne Luxon nil

MEMBERSHIP -Malcolm Harris

- Motion to provide a Medical Leave refund for the value of \$210 to refund time missed to member who provided a doctor's note and sent a formal request for medical leave from the club. (Approved - Malcolm, Seconded - Anne, All in favour)

MARKETING -Naiomi Gardner nil

- Naiomi recommended the club look at alternate options for club correspondence. The BOD discussed some alternative modern programs to replace GigaSport. During this discussion we also reviewed the possibility to switch to replace GigaSport with software with more functionality (membership renewals, payment, etc.). BOD will review this item at a later date.

PROGRAMS-Julie Beltrano nil

COURT MANAGEMENT-Gerry Blake nil

ADJOURNMENT

Meeting adjourned at 21:45 hr

Next Meeting September 1st at 7pm via Zoom