



<b>Meeting</b>	<b>Bi-weekly Status Update Meeting</b>
<b>Meeting date</b>	January 06, 2021
<b>Location</b>	Zoom Call
<b>Prepared by</b>	Debbie Scott
<b>Attendees</b>	Christopher Duque ( <b>President</b> ), Ron Gelens ( <b>Vice President</b> ), Oliver Barkovic ( <b>Past President</b> ), Anne Luxon ( <b>Social</b> ), Deb Sylvester ( <b>Marketing</b> ), Deb Scott ( <b>Secretary</b> ), Miranda Duque ( <b>Program</b> ), Bob Pride ( <b>Court Management</b> ), Jesse Vermeer ( <b>Maintenance</b> ), Connie Godyn ( <b>Treasurer</b> ), Malcolm Harris ( <b>Membership</b> ).
<b>Regrets</b>	N/A
<b>Next meeting date</b>	January 19, 2021

**DISCUSSION ITEMS:**

**Past Minutes**

- **Approval of Past Minutes:** Minutes of December 16, 2021 approved by Connie and seconded by Ron with all in favour

**New Business:**

**1. COVID Discussion**

- Club remains closed as of 00:01 December 26, 2020
- Waiting for a possible update coming from the City/Ontario, on January 23, 2021
- Head Pro has been checking on the bubble, weekly

## 2. Pro's Contract

- BOD went over the current Pro contract.

## 3. Survey Update

- Survey will be anonymous
- Survey provider is Google Docs
- The Survey will be going out to everyone. Including all sabbatical members, students (over 18 years old), members on a medical leave, and past summer members
- BOD discussed/reviewed every question on the survey
- Survey reviewed and accepted with a question about summer membership added and wording on a few questions to be changed. Survey to be sent out in the week with a timeline of 2 weeks for reply
- Main focus of the survey is feedback from the membership
- Results of the survey will be shared with all members
- Overall everyone was pleased with the updated survey questions

## MOTION

**Deb Sylvester motioned for the survey to be sent out to all adult winter, adult students (over 18 years old), sabbatical, medical leave, and summer members.**

Ron seconded motion – All in favor

## 4. Renovation Update

- Siding to be completed soon
- Tiling in bathrooms is done
- Paint colors have been decided on, by architect
- Fixtures to be installed
- Approval received from the City (engineer stamp). Water feed line to storage room (floor needs to be excavated 6 ft, causing a mess). Water line has to be done before the flooring is done. Coordinating this big job with the city, should take a few days
- Asked for a price to replace supply room door. The only door that is not being replaced with renovation. Unsure why the replacement of this door was not included in the renovation
- No issues with construction workers regarding new COVID restrictions
- Once the club house is close to being finished, some items will have to be purchased (furniture, dishes, paper towel roles etc.). These items were not included in the initial contract/plans. Will reach out to members first to see if anyone can donate before purchasing anything
- Renovation update to be sent out by Chris to the membership
- Chris to draft an email with an update about the renovation and send to the Board for approval

**ACTION** – Chris to draft an email with an update on the renovation. Once approved by the Board, an email will be sent to the membership

## 5. Director's Updates

### Membership:

- 2 NSF checks from student members. Follow-up to be done with bank
- \$176,426 has been brought in 2020/2021 for full year memberships. Including temporary members
- Malcolm working on a February membership rate for new members, if ATC reopens
- 180 members currently on the wait list – needs to be cleaned up

### Treasurer

- Jackie to meet with Connie to hand over books
- Quick books – There are a few choices. Can be purchased on line (average 20 per month)
- Another platform for an online payment system – Jegysoft Inc. Tyandaga Tennis Club is very happy with Jegysoft Inc. Everything is done online (leagues, etransfers, membership forms, waivers, food, etc )
- Demo date of Jegysoft to show the Board on January 19 at 7:30, to be scheduled by Connie
- Check with bank about E accounts and about getting a credit card – everything is on line, a better way to track transactions

**ACTION** – Connie to arrange a Demo of Jegysoft for January 19, 2021 beginning at 7:30pm.

### ACTION ITEMS

Item	Action	Owner
1		
2	Chris will speak to Pete and Kyle directly and explain the Boards decision to extend their contracts until the end of April 2021.	Chris
3	Chris to draft an email with an update on the club renovation. Once approved by the Board, an email will be sent to the membership.	Chris
4	Connie to arrange a Demo of Jegysoft for January 19, 2021 beginning at 7:30pm.	Connie
5		

**DECISIONS/MOTIONS**

Item	Action	Owner
<b>1</b>	Approval of December 16, 2020 Minutes: No issues with past minutes.	BOD
<b>2</b>	Approve Pro contracts. Contracts will expire at the end of April 2021. Board will regroup by the end of February, once the survey results are in.	Chris
<b>3</b>	The survey will be sent out to all adult winter, adult students (over 18 years old), sabbatical, medical leave, and summer members.	Deb Sylvester

**ADJOURNMENT**

Meeting adjourned at 8:40 pm  
 Next meeting – January 19, 2021