



Meeting	Bi-weekly Status Update Meeting
Meeting date	February 24, 2021
Location	Zoom Call
Prepared by	Debbie Scott
Attendees	Christopher Duque (President), Ron Gelens (Vice President), Oliver Barkovic (Past President), Anne Luxon (Social), Deb Sylvester (Marketing), Deb Scott (Secretary), Miranda Duque (Program), Bob Pride (Court Management), Jesse Vermeer (Maintenance), Connie Godyn (Treasurer), Malcolm Harris (Membership).
Regrets	
Next meeting date	Wednesday March 10, 2021

DISCUSSION ITEMS:

New Business:

1. COVID

- A complaint was received about too many members congregating outside of the bubble doors during court change over
- City rules are to stay 3 meters apart

ACTION: Chris will send out another email to remind the members about the COVID rules.

2. Renovation Update

- Contemplated Change Order 008 received from Kathryn Vogel Architect stating: “Revise contract completion dated to April 1, 2021 Reason for extension is due to additional work/permits required for the replacement of the waterline to the building, per City of Burlington request, along with minor delays due to Covid-19”

- Received COP3 late last week for review by BOD
- Discussion about sending out Summary Table to members so they can see where ATC stands with renovation
- Exterior tiling almost done
- Exterior doors are complete
- More floor work has to be done once the waterline is installed
- City has all the information needed to begin waterline
- Oliver to send out newly received invoices from miscellaneous items to BOD
- Project is delayed due to the waterline replacement work that needs to be done by the City
- Revised completion date is April 1, 2021

MOTION: Chris motioned to pay Alto Mar Construction for COP3 (certification for payment) for renovation work completed as of January 31st, Connie seconded, all in favour

MOTION – Chris motioned to send out the summary table to members, includes all of the fees paid for the renovation. Seconded by Ron, all in favour

3. Review Survey Results

- In depth discussion on survey report received from the Sub-Committee
- Final survey report summarized findings with Pie Charts along with a brief description to help explain the results
- Summary of Results: 2021 ATC Adult Membership Survey

MOTION: Chris to distribute the Survey summary provided by the Sub-committee with graphs and comments to the membership with all of the names redacted, Seconded by Jesse, all in favour

4. Pros

- Discussion about the current Pro contracts which end April 30, 2021
- Discussion centered on survey results which identified that members preferred a qualified pro and maximizing court usage. Given these results it was felt that posting for a new Pro and having only 1 Pro instead of 2 would meet both these needs
- Posting will be an open competition, both Peter and Kyle can apply
- Start the hiring process ASAP, will be open and transparent to all members
- Suggestion about having a member of ATC on the hiring panel for the Head Pro position
- Will meet with our current Pros to make sure they know they can apply
- BOD to think about the job description for the new Head Pro position
- Communication will go out to the members about hiring a new pro
- Job opportunity will be posted on OTA and TPA website
- The CP2 designation has been discussed with Peter and Kyle on several previous occasions. It's unsure if they have completed them or are planning to

MOTION: Chris to include the results of the pro's in the survey report, results are miss leading and ambiguous – Not Seconded

MOTION: Oliver motioned to include only the graphs with the survey results, without any comments. Not seconded.

MOTION: Extend the Pros until bubble up so we could gauge the feel of the club and give the pros an opportunity to gain the required coaching level and to run the summer because it getting late to change pros. Anne and Oliver in favour, 7 against – **Failed Motion**

MOTION: Connie motioned to hire one Head Pro (CP1 minimum and/or CP2 preferred), for a year round club, job to start May 1, 2021. Job will be an open competition. Seconded by Bob, in favor, Ron, Jesse, Malcolm, Deb Scott, Deb S, **Against** Anne, Miranda and Oliver - **Motion passed**

5. Membership

- Membership prices to be sent to BOD for summer members. Adult, family, student and junior members
- Membership fees to be put on website once approved

ACTION: Malcolm to send out summer membership fees. Included in the list of summer membership fees is the cost for sabbatical members to join for the summer at a discounted rate.

6. Oliver – Social Media

- Requesting \$2/\$3 dollars a day to promote ATC on social media
- Oliver to forward proposal to the Board for approval (different adds for targeted audience)

ACTION: Oliver to send Summer Membership plan/overview to the Board for approval.

ADJOURNMENT

Meeting Adjourned - 8:50 PM

Next Meeting – Wednesday March 10, 2021

MOTIONS

Item	Action	Owner
1	Chris motioned to pay Alto Mar Construction for COP3 (certification for payment) for renovation work completed as of January 31st, Connie seconded, all in favour	BOD
2	Chris motioned to send out the summary table to members, includes all of the fees paid for the renovation. Seconded by Ron, all in favour	BOD
3	Chris to distribute the Survey summary provided by the Sub-committee with graphs and comments to the membership with all of the names redacted, Seconded by Jesse, all in favour	BOD
4	Connie motioned to hire one Head Pro (CP1 minimum and/or CP2 preferred), for a year round club, job to start May 1, 2021. Job will be an open competition. Seconded by Bob, in favor, Ron, Jesse, Malcolm, Deb Scott, Deb S, Against Anne, Miranda and Oliver MOTION PASSED	BOD
5	Chris to include the results of the pro's in the survey report, results are miss leading and ambiguous – NOT SECONDED	BOD
6	Oliver motioned to include only the graphs with the survey results, without any comments. Not seconded.	BOD
7	Extend the Pros until bubble up so we could gauge the feel of the club and give the pros an opportunity to gain the required coaching level and to run the summer because it getting late to change pros. Anne and Oliver in favour, 7 against – Failed Motion	BOD

ACTION ITEMS

Item	Action	Owner
1	Chris will send out another email to remind the members about the COVID rules.	Chris
2	Malcolm to send out summer membership fees. Included in the list of summer membership fees is the cost for sabbatical members to join for the summer at a discounted rate.	Malcolm
3	Oliver to send Summer Membership plan/overview to the Board for approval	Oliver