



<b>Meeting</b>	<b>Bi-weekly Status Update Meeting</b>
<b>Meeting date</b>	March 10, 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>	
<b>Next meeting date</b>	March 24, 2021

**DISCUSSION ITEMS:**

**Past Minutes**

- **Approval of Past Minutes: Chris motioned for approval of minutes for February 16, 2021 and February 24, 2021** Seconded by Ron - all in favour

In Camera discussions going forward, Board member will **MOTION** to go “in camera” and **MOTION** out of “in camera”. In camera discussions involve Human Resources, financial quotes and competitive information, not for disclosure to members.

**New Business:**

**1. Email from Membership regarding Pros**

- Email received from 35 members for a meeting
- Chris received emails from people whose names were on the email. They have requested their name be removed as they were not asked or aware their name was added to the email
- Ron and Chris replied to email with some questions

- New Pro – the cost of retainer and cost of private lesson will be discussed further by the BOD
- Discussion about the Junior Program will be discussed with the new Pro

## 2. Return to Play (COVID)

- One member contacted VP with a concern about COVID, suggesting members wait in their car until courts have cleared
- Some members gather closely by the airlock door
- Chris to send out another reminder to members about the COVID rules, stay 6 feet apart, wait outside the gates etc
- It was recommended to keep booking time slots as in – on the half hour, even if/when Halton moves into the Orange Zone

## 3. Summer Tennis Discussion (Fees, Sabbatical Members, Advertising, Summer Plan (OTA, Leagues, etc.), etc.)

- Membership forms have been emailed to the BOD for approval
- Would like to post the registration forms on the website to replace the winter ones
- E-Transfer has been identified as a method of payment

**MOTION: Malcolm motioned to accept the template of the new membership forms for Summer Memberships.** Seconded by Bob, all in favour

**MOTION: Malcolm motioned that the 51 people on the sabbatical list be offered a summer membership at a reduced rate.** Seconded by Bob, all in favour

- Oliver and Deb Sylvester met to discuss advertising for Summer Tennis. Advertising for \$3 a day reaches 2,500 people, \$10 a day reaches 16,000 people
- Suggesting \$3 a day for a couple of weeks – a good trial
- Will be advertising new club house
- Wait to discuss leagues, tournaments, in the next few weeks
- OTA provided a couple dates for Tournaments for a U14 and U16, June 4/5 and Aug 13-15<sup>th</sup>
- OTA needs confirmation of dates provided, can cancel up to a month in advance
- Oliver to resend OTA tournament information to the board members

**MOTION: Oliver motioned to start at \$3 a day for two weeks for advertising, will regroup if \$3 is not enough and come back to the board.** Seconded by Deb S, all in favour

## 4. Financial Update

- Books will be transferred, meeting with Jackie
- In a good spot (\$100,000) after renovation – pending new summer memberships
- ATC has been holding back 10% from Alto Mar during the renovation
- Once occupancy, ATC will release the 10% of funds

## 5. Renovation Update

- Everything is done
- Security Company to add second key pad
- Waterline work to begin tomorrow
- Floor to be done after waterline work
- Union Gas to move and replace gas line, after gas line, siding can be completed
- Walkway still needs to be taken down

## 6. Survey Results and Plan to Recommend Changes to Services

- Lots of information to discuss. Will work on a plan to recommend Changes to Services
- As a result of the survey – topics such as Leagues, tournaments, court bookings, clinics, and communications will be discussed thoroughly by the board
- Leagues will be the first discussion at the next board meeting (March 24, 2021)

## 7. Maintenance

Annual cost of blower – maintenance contract

**MOTION: Chris motioned to sign a one year maintenance contract with Carrier, for \$1800. One year contract beginning on April 1, 2021. Seconded by Ron, all in favour**

## 8. Medical

- For a medical leave a Doctor's note is policy
- Some are questioning why a Doctor's note is needed and asking to be on a medical leave
- Money will be returned to a member once a Doctor note is received explaining why they can't play

## 9. Jegysoft

- Pros/Cons comparison document presented
- Spoke to other clubs about Jegysoft (Tyandaga/Ancaster). They were very pleased with Jegysoft, saved them a lot of hours
- Saves a lot of work/time for volunteers
- Mobile friendly (survey request)
- Ease of payment collection for memberships, ball machine and balls for leagues
- Can choose any type of payment options – e-transfers, credit cards, cheques, and cash etc
- Notifications to wait list members – can be set up
- Can create a refund or credit dollars
- Jegysoft will be looked into at a further date
- Finances need to be looked at before a decision will be considered

## 10. Pro Posting Update

- Pro position has been posted on the OTA site
- Chris, Ron and Deb S have started interviewing candidates. Some with CP2 qualifications, and high level of experience
- More interviews will be scheduled
- Lots of applicants

## ACTION ITEMS

Item	Action	Owner
1	Chris to send out another reminder to members about the COVID rules, stay 6 feet apart, wait outside the gates etc.	Chris
2	Oliver to resend OTA tournament information to the board members	Oliver

**MOTIONS**

Item	Action	Owner
1	<b>Approval of Past Minutes: Chris motioned for approval of minutes for February 16, 2021 and February 24, 2021</b> Seconded by Ron - all in favour	Chris
2	<b>Malcolm motioned to accept the template of the new membership forms for Summer Memberships.</b> Seconded by Bob, all in favour	Malcolm
3	<b>Malcolm motioned that the 51 people on the sabbatical list be offered a summer membership at a reduced rate.</b> Seconded by Bob, all in favour	Malcolm
4	<b>Oliver motioned to start at \$3 a day for two weeks for advertising, will regroup if \$3 is not enough and come back to the board.</b> Seconded by Deb S, all in favour	Oliver
5	<b>Chris motioned to sign a one year maintenance contract with Carrier, for \$1800. One year contract beginning on April 1, 2021.</b> Seconded by Ron, all in favour	Chris

**Adjournment:** 8:22 PM

**Next Meeting:** Wednesday March 24 at 7pm