



Meeting	Bi-weekly Status Update Meeting
Meeting date	March 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	April 7, 2021

DISCUSSION ITEMS:

Past Minutes

- **Approval of Past Minutes: Chris motioned for the approval of minutes from March 10, 2021** Seconded by Malcolm - all in favour

New Business:

1. COVID 19 Protocols

- Have seen some members waiting in the parking lot and outside the fenced area
- Everyone seems to be following the COVID rules
- Waiting and will prepare for changes once COVID restrictions change

2. ATC Financials

Current Status and cash flow

- Operating Account Balance: 28,143.62 (once all checks and payment cleared, current bank balance \$41,245.92)
- Savings Account: \$177,961.49 which is for clubhouse renovation payment
- E-transfer: \$2,097.08 (new memberships, this goes to operating account)
- City of Burlington \$100,000.00 (held till renovation is complete)
- Waitlist deposit \$9,750 (Oct 1,2020)
- 10% hold back (\$55391.00) to Altomar which leaves \$77961 left in account
- \$30,000 partial rebate coming back for HST
- Jackie is still working on the audit
- As of Sept 2020, ATC received \$7665.00 for HST rebate
- Chris shared a spreadsheet for revenue and expenses (comparing past 3 years)
- Chris will forward ATC finances and cash flow file to the Board

3. ATC Pro Update

- More emails received about Peter and Kyle. Chris will post the emails into the folder for the Board to review
- Pro hiring update, 6 interviews conducted by Chris, Ron and Debbie S
- New prospective Pro highly recommended has certification of CP2 and experience from ACE. Hiring committee's top choice
- New Pro wants to be the face of the club
- Discussions about court time (Monday, Friday, Saturday and Sunday) to allow the new Pro flexibility to book some prime time courts (juniors and privates, including clinics)
- Pro to collect all revenue from junior program but will provide a fee to ATC, for using the facility. Fee to be negotiated. The new Pro would be responsible for his own equipment and hiring of assistants
- Pro to receive 35 hours a week of court time, retainer of \$1500 a month (duties include but not limited to, helping with leagues/round robins, racket stringing, player assessment etc.)
- In the summer, the Pro can have as much court time as he wants
- Chris will send the plan for Adult and Junior summer programs to board members for review

MOTION: Bob motioned that we offer the new Pro the position at ATC, trust the hiring committee and hire this Pro, Seconded by Connie, all in favour

4. Recent Booking Issues/Violations

- A couple of members have been playing 3 times a day, also switching names, using other member names (3 weeks in a row)
- Gigasport can put a limit of 2 booking a day
- Members involved in the recent booking issue/violations will be notified
- Moving forward, bookings will be closely monitored
- Many members also continue to change names on the same day which is impossible to police but unfortunately happens on a regular basis and if challenged the member always provides a reason/excuse as to why this occurred

MOTION: Bob motioned to change the booking rules so that no one can book more than 2 bookings a day, Seconded by Connie, all in favour

5. Summer Tennis (Pending Rules, OTA Tournaments, etc.)

- Summer Ads going well, total of 6 Ads for Facebook (\$4 a day for 2 weeks)
- Record of “clicks” to the ATC website, 1000 people a day see the Ads
- 180 people in the first week have looked at the registration page of website
- Information requests have come in – questions about the summer program etc
- Continue Ads for a couple of weeks
- Using 6 Ads, different images and Ad styles
- OTA Tournaments this summer – email received requesting confirmation (used court time on Saturday 10-8 and Sunday 10-2)
- Dates for OTA Tournaments are June 4-6th and August 13-15th

MOTION: Oliver motioned for Aldershot Tennis Club to host 2 OTA tournaments this summer, weekend of June 4-6th and August 13-15th, Seconded by Bob, all in favour

6. Renovation Update

- Updates on renovation from Oliver
- Starting the prep for flooring – completion on Tuesday (March 31st)
- Recommending a letter from the Board be sent to the City to ask why the walkway/awning has to be taken down
- Chris to draft letter for the City, will send to Oliver
- Waterline has been completed
- Accessibility ramp has been completed
- Talks about a sign for the new clubhouse
- Security System is in need of a 5 digit entry code for members

7. **Round Table**

Memberships/Member Requests

- 16 Memberships have come in
- 50% of payments are coming in by e-transfer
- Summer membership request from CNIB. 2 memberships and a guest from CNIB (email from Malcolm)

MOTION: Malcolm motioned to work with a new member to support her rehabilitation during the Summer, Seconded by Ron, all in favour

BUBBLE DOWN:

- May 1st bubble down
- Will need volunteers for Friday/Saturday/Sunday of bubble down weekend
- More volunteers needed mid-April to empty shed to prepare for bubble down
- Reminder for bubble down - No more than 10 people allowed inside the bubble at the same time (COVID rules)

Adjournment: 8:43 pm

Next meeting: April 7, 2021

MOTIONS

Item	Action	Owner
1	Approval of Past Minutes: Chris motioned for the approval of minutes from March 10, 2021 Seconded by Malcolm - all in favour	BOD
2	Bob motioned that we offer the new Pro the position at ATC, trust the hiring committee and hire this Pro, Seconded by Connie, all in favour	BOD
3	Bob motioned to change the booking rules so that no one can book more than 2 bookings a day, Seconded by Connie, all in favour	Bob
4	Oliver motioned for Aldershot Tennis Club to host 2 OTA tournaments this summer, weekend of June 4-6th and August 13-15th, Seconded by Bob, all in favour	Oliver
5	Malcolm motioned to work with a new member to support her rehabilitation during the Summer, Seconded by Ron, all in favour	Malcolm

ACTION ITEMS

Item	Action	Owner
1	Chris will forward ATC finances and cash flow file to the Board	Chris
2	Chris will send the plan for Adult and Junior summer programs to board members for review	Chris
3	Bob will notify the members involved in the recent booking issue/violation	Bob