



Meeting	Bi-weekly Status Update Meeting
Meeting date	June 2, 2021 @7:00pm
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	Jesse Vermeer
Next meeting date	July 7, 2021

DISCUSSION ITEMS:

Past Minutes

- **Approval of Past Minutes: Connie motioned for approval of minutes for April 21st**
Seconded by Malcolm - all in favor
- **Approval of Past Minutes: Connie motioned for approval of minutes for May 12th**
Seconded by Anne - all in favor

New Business:

COVID 19 Situation

- Lots of hand sanitizer and wipes are available in the club house
- Questions have been raised about Doubles. Due to regulations the 2 meter distance cannot be controlled when playing doubles. Doubles are on hold until further direction is received from the Government
- Side gate to be locked by Jesse

Renovation Update

- Final payment for Renovation is \$62,741.25. Due on Friday June 4, 2021
- 10% hold back from each payment
- No HST has been received from the renovation

Motion: Ron motioned to pay Alto Mar the final payment of \$62,741.25 for renovation, seconded by Connie and all in favor.

HST and COB Deposit Update

- \$29,598.31 HST rebate pending
- Alto Mar will be paid the outstanding \$62,741.25 this week and we expect to get back the \$100,000 from the COB June 5, 2021 and then we can start rebuilding our contingency fund

Round Table/Director Reports

- New committee to be created for furnishing the club house
- Newsletter to be sent out to membership with the following updates
 - Club access point reminders
 - New Harassment Policy update
 - Decorating committee to be created for new club house
- New club house needs an ATC sign. Miranda will reach out to a contact she knows for a second quote

Motion: Connie motioned to allow Liliana Inglis permission to coordinate the committee to furnish the club house, seconded by Bob and all in favor.

Summer Membership Update

- May Summer membership registration numbers
 - Special (Covid sabbatical) – 2
 - Family - 4, includes 10 Juniors
 - Juniors - 3, 2 unpaid
 - Adult – 13
 - Student – 1
- Historically ATC has had approx. 120 new summer memberships
- Malcolm will ask new members how they heard about ATC (see if advertising from Facebook has helped)
- Facebook advertising to be capped at \$300 max. Oliver to confirm amount and if money has reached \$300 then Facebook advertising must stop immediately

Motion: Malcolm motioned beginning in July that ATC will offer a pro-rated summer membership discount only if someone requests it. Anne seconded and all in favor.

City of Burlington - Fire Inspection Update

- Will be beginning fire extinguisher and fire alarm checks
- Discussion about practicing fire drills in the bubble and the club house
- A fire drill policy should be created so members know where/how to exit
- There are no alarms inside the bubble
- Ron to contact Rosedale to see if they have a fire drill plan

Anti Harassment Policy Update

- Harassment policy was updated and was reviewed by a Lawyer
- A Complainant signature and witness name was added to the Complaint form
- New policy to be reviewed by the board and voted on at the next BOD meeting

Future BOD Meeting Plan

- Board meetings will be once a month
- Meetings will continue on Wednesday evenings at 7:30pm

MOTIONS

Item	Action	Owner
1	Approval of Past Minutes: Connie motioned for approval of minutes for April 21st Seconded by Malcolm - all in favor	BOD
2	Approval of Past Minutes: Connie motioned for approval of minutes for May 12th Seconded by Anne - all in favor	BOD
3	Malcolm motioned beginning in July that ATC will offer a pro-rated summer membership discount only if someone requests it. Anne seconded and all in favor	BOD
4	Ron motioned to pay Alto Mar the final payment of \$62,741.25 for renovation, seconded by Connie and all in favor	BOD
5	Connie motioned to allow Liliana Inglis permission to coordinate the committee to furnish the club house, seconded by Bob and all in favor	BOD

ACTION ITEMS

Item	Action	Owner
1	Malcolm will ask new members how they heard about ATC (see if advertising from Facebook has helped).	Malcolm
2	Ron to contact Rosedale to see if they have a fire drill plan.	Ron
3	Miranda will reach out to a contact she knows for a second quote.	Miranda

Next Meeting: July 7, 2021

Adjournment: 8:06 pm