



<b>Meeting</b>	<b>Bi-weekly Status Update Meeting</b>
<b>Meeting date</b>	Wednesday May 12, 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>	June 2, 2021

**DISCUSSION ITEMS:**

**Past Minutes**

- **Approval of Past Minutes:** A few changes need to be made to the April 21 meeting minutes before they can be approved.

**New Business:**

**1. COVID 19 Situation**

- No updates, still in lock down
- No outdoor sports

## 2. Bubble Down (Update)

- Bubble is down (Monday May 10)
- 30 workers, down by 10 am
- Looking for another round of volunteers for help with landscaping, winds screens and clean up. Jesse will reach out to a few people for help
- Dumpster from Bubble Down is there to throw out extra garbage
- 5 lights outside need to be replaced. Jessie will reach out for some quotes

## 3. Renovation Update

- Renovation is complete
- Discussions about starting up a decorating committee for new club house
- Wi-Fi is connected
- Club House needs some landscaping work
- Will organize a “clean up” day
- Last cheque to Altomar due at the end of May, then refund from the City coming in June
- A sign for ATC still needs to be discussed and decided on

## 4. Round Table/Director Reports

### Summer Membership Update

- 8 full time (Covid) memberships in April
- 4 Family Memberships in April
- May – one family membership so far
- Backing off on advertising for ATC (social media) for now. Memberships are at a standstill. Start up again once tennis reopens
- Discussed membership refunds to make it a fair process for all members

### Case #1

**2 x Junior Summer refund \$90.40. Parent has requested a return of fees as Kyle is no longer coaching**

- Reviewed and discussed

### Case #2

**1 x Adult + 1 junior refund \$141.25. Parent requests cancellation of 2021 summer memberships.**

- Reviewed and discussed

ATC's current position on Refunds has been provided in both cases.

**MOTION:** Connie motioned to suspend Facebook advertising, Miranda seconded, Malcolm Abstained, Ron, Bob, Deb, Deb, Anne are in favor and Oliver, Jess are a no.

5. **Financial Budget**

- Discussed financials

6. **City of Burlington - Fire Inspections**

- Meeting next Wednesday at 7. A few Board members will attend
- Need clarification on the walkway outside that leads to the bubble
- Building Code inspector was recommended by the City of Burlington for ATC to understand what is allowed

7. **Website Cleanup**

- Only the Minutes and Financials are left to be posted on the website (once approved)
- Website is all cleaned up and up to date

8. **Anti-Harassment Policy Update**

- New Anti-Harassment Policy sent out to the Board for review/approval
- Discussion about the new policy and thoughts on some of the rules
- The new Policy will be reviewed by a (non-profit) lawyer

9. **Membership**

**MOTION:** Chris motioned for “in camera” discussion on memberships, Seconded by Connie – all in favor

**Meeting Adjournment:** 8:50 pm

**Next Meeting:** June 2, 2021

**ACTION ITEMS**

Item	Action	Owner
1	Looking for another round of volunteers for help with landscaping, winds screens and clean up. Jesse will reach out to a few people for help.	Jesse
2	Jessie will reach out for some quotes to replace 5 outside lights	Jesse
3	Ron will have the new Anti-Harassment Policy reviewed by a (non-profit) lawyer	Ron

**MOTIONS**

Item	Action	Owner
1	<b>Connie motioned to suspend Facebook advertising, Miranda seconded, Malcolm Abstained, Ron, Bob, Deb, Deb, Anne are in favor and Oliver, Jess are a no.</b>	BOD
2	<b>Chris motioned for “in camera” discussion on memberships, Seconded by Connie – all in favor</b>	Chris