



Meeting	Monthly Meeting
Meeting date	Monday December 13, 2021
Location	Zoom Call
Prepared by	Debbie Scott
Attendees	Ron Gelens (President) Jake Nease (Vice President), Christopher Duque (Past-President), Deb Sylvester (Marketing), Deb Scott (Secretary), Miranda Duque (Program), Bob Pride (Court/Membership Management), Jesse Vermeer (Maintenance), Connie Godyn (Treasurer).
Regrets	Miranda Duque (program), Connie Godyn (Treasurer), Jesse Vermeer (Maintenance)
Next meeting date	Monday January 10, 2021

DISCUSSION ITEMS:

Past Minutes

- **Approval of Past Minutes:** Bob motioned for the approval of minutes from November 29, 2021. Seconded by Chris - all in favor

New Business:

1. **Motion #7** To have information readily available regarding ATC contractors
 - Overall, no issues with board members sharing ATC contractor information
 - Contract for Pro can be released (schedule A) retainer, booking privileges, clinics and programs
 - There are some privacy issues with other contract information (money should be private) especially for private businesses like Farley, cleaning companies etc.
 - All questions from members about contracts should be directed to the Board

2. Motion #3 Pro providing lessons to non-members

- ATC has never required juniors attending clinics to be members
- Pro is providing lessons to 3 non-members. Guest fees are collected for ATC
- ATC will receive 5% for junior program revenue above \$10,000
- Pro uses his own "blue" bookings (35 hours total) for 3 non-member bookings. This does not impact the members
- Communication to go out to the members explaining that Tom is using his 35 hours for the 3 non-members. The Pro has the same amount of hours as the previous Pros

3. Maintenance (Snow removal, washrooms and clubhouse cleanliness, paper towel dispenser etc., carpets , heated mats)

- Recommended to remind members to use the deicer that was placed at the bubble entrance
- Jesse was absent for maintenance and snow removal updates
- Carpets have arrived at the clubhouse
- Clubhouse floor is a matt finish and will cost \$875 to refinish with second coat of matt finish or \$1000 for high gloss
- Check with Sunshine cleaners to see if they use high gloss to refinish the floor and get a quote

4. Court Bookings

- Discussed court time calculations and availability, including the league consumption
- Will further analyze court time availability once the booking times change back to 60 minutes for singles and 2 hours for doubles
- A member played 13/14 times over a 2 week period by using same day bookings
- Jegysoft can help with scheduling and controlling some of the booking issues
- Booking court time has been more challenging. To date, no complaints from members about not being able to get a court
- Board will be monitoring members who are breaking the rules. Booking rules should be sent out to members, if rules are broken then booking privileges could be suspended
- Same day bookings - 630/730 am bookings can be done at 7:01 and any other same day bookings will be done after 8am
- Email will be sent out to remind members that beginning tomorrow (Dec 14/21) court bookings will be available for the new court times. All members are to use "Winter Tennis 2" drop down under the court bookings tab in Gigasport for booking courts from Dec 20th onward

5. Finances

- \$17,000 payment will be made for GST owing this month

Membership 7533118

Account Name	Balance
BUSINESS eBANKING 0001212850	\$1,406.00
BUSINESS NO FEE 0000795350	\$70,140.03
BUSINESS SAVINGS 0000795351	\$150,409.93
Membership ETRANSFERS 0001087224	\$43,999.64
Accounts	

6. Zoom Account and BOD Transition - Checklist update

- Zoom account has been updated. All Board members can use the zoom account for meetings
- Constitution documents need to be updated
- Website needs to be updated
- Damar Construction – List of names have been provided for security issues
- Banking information – Jake needs to be added
- Gigasport accounts to be updated

7. Nullification of Proxy voting

- A lot of members were confused by the question
- Basically, providing someone permission to vote on your behalf
- Board to reword and resend the vote back out to membership
- The Board will accept on line voting, needs to be added to the Constitution

8. Other Business

- Bubble sample was taken last Friday (December 10, 2021) by Farley. Bubble is in great shape for its age and waiting for report on expected lifetime (hopefully another 5 years). Installed in 1996. To purchase a new bubble it will cost \$200,000
- Exit doors are worn, need to be mindful of this during bubble down and should be replaced at that time
- Board should increase the reserve budget. Look to increase reserve from \$100,000 to \$200,000 depending on final report from Farley and the quote for all replacement parts

AED device registration and record keeping

- Jesse to check AED monthly

Tom Clinic and Charity Split

- Adult fundraiser clinics are a good idea. Challenge collecting payments. So far to date 19 people signed up which is \$190 for the food bank. Suggested \$350 donation

MOTION: Ron motioned the first \$350 dollars of Tom’s clinic money be donated to the food bank, seconded by Jake, all in favor

9. Trillium Grant

ATC Board exploring the possibility of a trillium grant for the walkway. Jake has offered to lead the application process.

- Demographics of club
- Ethnicity of club members
- Accessibility criteria for members
- Current application window has closed
- Wait on a permanent solution for walkway until next winter
- Will look at adding court resurfacing and new lighting
- To apply we need updated quotes for walkway and court resurfacing
- Could probably look into recovering money lost from COVID

ACTION ITEMS

Item	Action	Owner
1	Communication to go out to the members explaining that Tom is using his 35 hours for the 3 non-members. The Pro has the same amount of hours as the previous Pros.	Ron
2	Email to remind members to use the deicer that was placed at the bubble entrance	Deb
3	Email will be sent out to remind members that beginning tomorrow (Dec 14/21) court bookings will be available for the new court times. All members are to use “Winter Tennis 2” drop down under the court bookings tab in Gigasport for booking courts from Dec 20 th onward	Bob
4	The Board will accept on line voting, needs to be added to the Constitution	Chris
5	Check with Sunshine cleaners to see if they use high gloss to refinish the floor and get a quote	Deb

MOTIONS

Item	Action	Owner
1	Ron motioned the first \$350 dollars of Tom’s clinic money be donated to the food bank, seconded by Jake, all in favor	Ron

Meeting Adjourned 8:05 pm