

AGENDA - KTC Executive Meeting

February 25, 2020, 7:00-9:00pm

Gary's home

In Attendance: Arsalan Ijaz (Secretary for this meeting), Gary Wilson, Taco Meuter, Chloe Wilson, Donna Lounsbury, Bob Goddard, Doug Bowie, Julie Hoffarth (via phone call)

Absent: Nerissa Mulligan, Jason Taylor, Cole Vezina

The meeting was called to order at 7:03pm

1. Approval of Agenda

Approved.

2. Approval of January 28 board meeting minutes

Approved by all members present.

3. Membership Committee report

a. Junior and Adult Open House dates for 2020

There is concern with setting the dates for Jr. and Adult open houses in April due to weather and rain. Adult Open house will be scheduled for May 9th and the Junior Open House will be 2 weekends later on May 23rd – will reach out to David Lea from the OTF. Programs Committee will coordinate the Junior Open House and the Memberships Committee will coordinate the Adult Open House. There was discussion regarding the optimal time of day to run the open houses, either in the morning with a BBQ lunch, or in the afternoon with a BBQ dinner. No decision was made on the timing. These two dates will be put into the Events Calendar on the KTC website.

There were no motions presented for this topic.

b. Open Tournament brand KTC or KO?

The board discussed the branding options for the Open Tournament, setting upon KO (Kingston Open) as a suitable choice. Point of emphasis will be to maintain a connection between the KTC and the KO tournament, primarily looking to attract local recreational players. The KO will also be advertised to the members of the Quinte Tennis Club to try and attract some of their players.

There were no motions presented for this topic.

c. Ladder options: TennisRungs or Tennis Director (Arsalan)

Both TennisRungs appears to be a viable option to revamp the ladder system at the KTC. The program will continue to be tested by the Memberships

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Committee, with the goal being to try and implement the system ahead of the upcoming 2020 season. There have been recent discussions with TennisDirector to see if it could be a viable software option for the club, to replace JengaSoft moving forward (potentially the 2021 season).

There were no motions presented for this topic.

d. Sponsors and Silent Auction fundraising for OTF Gala

The board had no issues with the opportunity of drawing in sponsors to help with the fundraising and promotion of the gala. The board had no issues with the event being run as a Not-For-Profit.

There were no motions presented for this topic.

4. Governance Committee report

a. Bylaw Amendments

Consideration of Committee's recommendations to amend certain bylaws as well as other potential bylaw amendments. Including logistics of making changes to the bylaws. To address some of the bylaw amendments that have been brought up by members of the club, the committee decided the best approach would be to have a special meeting focused on these issues. To address the recommendations brought up at the previous AGM, as well as from subsequent feedback, and provide the membership with an opportunity to propose any other amendments. This special meeting could be merged to happen at the end of a regular board meeting, the same night. The details of this proposed special meeting will be deliberated further amongst the Governance Committee and tabled until the next board meeting.

There were no motions presented for this topic.

5. Finance Committee report

a. Update and Cost Projections

The committee has reached out to the club bookkeeper and they have proceeded to start their work. There has been work done to start looking into creating cost estimations for the proposed 6 options that were brought forward by the Clubhouse Working Group. These projections will be modified for corrections and the topic will be discussed further as more relevant information and detail becomes available for each option.

There were no motions presented for this topic.

6. Facilities & Infrastructure Committee report

a. Current Facilities and Infrastructure Project

Fencing work has gotten underway with new fencing already being up along the full East side and at the ends of courts 2, 3 and 6. Due to the nature of the project and the heavy equipment involved, the lawn area has been somewhat damaged and may need to be re-landscaped with topsoil, seeding, etc. in the spring. Lighting work had not yet started, the correct parts have been shipped but were stuck in customs and have not yet arrived on site. Court painting has been pencilled in (on asphalt) for April 16th with refinishing hopefully being completed in June/early July.

There were no motions presented for this topic.

b. Stewards

Several of last years' stewards have shown interest in returning for the 2020 season. There have been few new candidates to date, and the topic may be brought up in the upcoming newsletter to try and attract more applicants.

There were no motions presented for this topic.

7. Programs Committee report

a. Committee report – Club Pro Role

The committee provided an update on the search for a club pro. There had been only 1 applicant so far who was willing to commit to a full-time role. The board discussed potential options and decided that it was best to continue the search and assess the interest in the position by reaching out to prominent members of the tennis community in Kingston. An update on the status of the search will be provided at the next board meeting.

There were no motions presented for this topic.

b. Camper Eligibility for Members Rate

It was discussed whether or not the criterion should be changed for campers who register for camp and pay the members fee. Currently, if the camper's parents or guardians are members, their child too will get the reduced camp enrollment pricing. The Programs Committee brought up the idea that the campers themselves should have to be members to be eligible for the summer camp membership rate. The board decided that the emphasis should be on trying to attract as many campers as possible, and that a large majority of campers are usually not members themselves. Implementing this change may deter some families from registering for camp altogether, and thus the decision was made to leave the eligibility as it is.

There were no motions presented for this topic.

8. Communications Committee report

a. Newsletter Updates and Advertising

The monthly newsletter (KTC Courtside) will be distributed to the membership once per month – will include updates on programs, membership services, events, tournaments, facilities, and Clubhouse Working Group activities. Posters will be proposed for advertising summer camps and other potential options (TV & Radio) are being explored and will be discussed further amongst the Communications and Memberships committees.

No motions were presented for this topic.

9. Clubhouse Working Group report

a. Update and Discussion

The CWG reported that the time frame for SBC to work on the KTC project would be from April 1st to August 30th. Should there be a need for further work to be done by SBC at the end of this summer term, they would be willing to work with KTC into the fall season. Moving forward with this project there will be a Discovery phase, where a few members from each sub-committee will be needed to provide their input. This is to help start the process of gathering as much information as possible from members involved in different parts of the club's operations. The CWG will work closely with the Finance Committee to review all drawings, costs, designs, estimates, contracts, etc. that have been produced over the last 4 year with regards to any and all capital improvements (renovations, court upkeep, etc.). This information will provide SBC with lots to review and work on during their Discovery Phase. It was made clear that the focus will remain on the improvements that can be made for the capital project (clubhouse) – and not on indoor tennis or anything. The CWG will continue their work with the SBC group and provide an update on the progress at the next board meeting.

There were no motions presented for this topic.

10. Other business

- a. The next board meeting will take place on March 24th.

11. Adjournment

- a. Meeting adjourned at 9:26pm.