

AGENDA - KTC Executive Meeting
April 21, 2020, 7:03-8:59pm
Via Zoom

In Attendance: Doug Bowie, Bob Goddard, Julie Hoffarth, Arsalan Ijaz, Donna Lounsbury, Taco Meuter, Nerissa Mulligan, Jason Taylor, Cole Vezina (Secretary for this meeting), Chloe Wilson, Gary Wilson

Meeting called to order at 7:03pm.

1. Approval of Agenda

Agenda approved.

2. Approval of February 25 board meeting minutes

Approved.

3. Season Update

a. Brief update on current Ontario restrictions

i. Opening after May 12th at the earliest

A brief update on current Ontario restrictions. This season could look quite different because of Covid-19. Currently May 12th is the earliest the club could open if mandatory restrictions don't get extended. The City of Kingston is planning on making a proposal to the government of Ontario that could allow for outdoor activities to open sooner.

ii. Changes that might have to be made to our operations to ensure physical distancing is maintained

There will be a need to introduce physical distancing measures, a committee will be formed to address this. Chloe, Cole, Donna, Julie, & Taco volunteer to form this committee. This committee could look to add a volunteer member from the club as well.

4. Facilities & Infrastructure Committee report

a. Construction update

There is heavy equipment still sitting on the courts. The fencing contractors are still waiting for some materials. It will be tough to open until large equipment is out of there. Hoping this will be done by next week, but we were told it would be done this week, last week. We are told that some workers do not want to work because of the risk of COVID-19. We will need to do some landscaping before opening the club after construction is completed. The date for the temporary lines to go on court 2 and 3 is undetermined at the moment. Therefore courts 2 and 3 will probably not be available right away. This is all to say that construction needs to be considered when putting thought to when opening day will be.

b. Steward staffing update

Dana, Luke, and Jack have been hired. We have been keeping them updated on the situation. They were supposed to start work on the 25th of April. If we say sorry we can't pay you, they could be unavailable by May 12th. We could also go the route of the Wage Subsidy where if we paid them we could get 75% of wages back—if we go this avenue at least we can rest assured that they will be available if we ever do open. Fine print and requirements still need to be looked into. We could also consider having them do some work from home. *The board is all in support of using the wage subsidy, if we are eligible.*

5. Programs Committee report

We have a club professional, Mark Dake, who at this time has not been hired, but is committed to working at the club this summer if and when we offer that kind of programming. Tristan has confirmed that he will comeback. We could consider camp staff for the Wage Subsidy if we end up having a reduced season.

6. Membership Committee report

We may need to decide if we should not hold the OTF Gala event in light of possible COVID-19 restrictions. However, as long as we don't feel like we are doing much right now, then we can wait to decide about the Gala. We will at least wait until our next meeting to see what we should do.

At the moment we could be trying to engage with our membership in different ways. We could do fifteen-minute video sessions over social media/through newsletters on different exercises/tennis related things to keep people interested and engaged in the club. We could also do a video session where we introduce the tennis rungs app, which will replace our current adult ladder system.

7. Finance Committee report

A “doomsday” Finance Committee report has been done on what our finances would look like if we are unable to open. We would be able to sustain ourselves. As long as we open in May, Early Bird pricing should be okay. If we have to extend our opening past May we will consider pro-rating the membership fee as we will be inundated by people that want a better deal. Also, if we are unable to offer doubles this could be cause for the consideration mentioned above.

8. Governance Committee report

- a. *Update on issues surrounding Jocelyn Purdie's proposal to amend certain bylaws as well as other potential bylaw amendments. Target decisions in May.* Gary reported that the Governance committee (Gary, Bob and Taco) are working on a response to Jocelyn Purdie's proposal to amend by-laws 5.02 Election and Term and 5.07 Filling Vacancies d. Regarding the former

proposal, two committee members support staggered elections but would remove restricting re-election; one committee member wishes to retain the current by-law but change the rule regarding re-election. All three committee members agree the current 5.07 d. is superior to Jocelyn's proposal. It is hoped by end of May the Committee can propose wording for 5.02 that Jocelyn agrees with and the Board can approve, thereby amending our by-laws conditional on member support either at the 2020 AGM or a late-summer Special Meeting. (11.01 By-law Amendments).
It is possible there might be other proposed amendments, e.g., increasing the quorum needed for member meetings.

9. Clubhouse Working Group report

The Working Group had a meeting with the students working on the Clubhouse project. They mentioned that the finance committee report that was created for them was a good place to start. They will continue to ask us for more information as time goes by to form a proposal. Currently, they have asked for some details on demographics and info regarding the membership. Information about camps should be submitted as well. This information should go back five years. We should submit the last five years of audited financial statements. They also want a report on the condition of facilities. We should not have them do a walkthrough right now, but soon if the COVID-19 situation gets better. We will talk more on this at the next meeting.

10. Communications Committee report

We've sent out three updates since mid-March. We should try to put something more positive in the next newsletter. We could do an update on the capital project, and that a survey should be coming their way shortly.

11. ITF Tennis Tournament at KTC in April 2021 (10 minutes)

- a. *Chloe reporting on conversation with Allyson Tonelli from Tourism Kingston. Allyson has been approached by a group looking to start a new ITF series and interested in bringing this to Kingston in 2021.*

Two main concerns are the weather in April, and our facilities. Karl Hale who directs the Rogers Cup, and would be directing this tournament, remembers the club as shabby chic. They run some events in the Caribbean with facilities that are far worse. They would need four courts minimum, and if it rains they may need more courts. They would only use courts until about 6pm each day. The purpose of this is to showcase the club and grow tennis in these communities. They like to include members and encourage people to come out and watch. They don't generally contribute money to the club, but they do give balls, and contribute in other ways. This could also be in September or June. June is busy for our club. September could be more appropriate. They could also offer clinics while they are here. They would bring everything they

need. They understand we can't cater, etcetera. They will handle promotion as well. It would likely be a Wednesday through Sunday. At this time, we are interested in keeping the conversation going, and interested in early September. We could have a nice social event out of it as well. We could also make this the OTF gala event if we are unable to have it this July.

12. Other business

No other business.

13. Adjournment

Adjourned at 8:59 pm.

Next meeting is May 6th via Zoom. It will be a regular board meeting with a focus on a report from the Clubhouse Working Group.