

## **Minutes - KTC Executive Meeting**

**May 4, 2021, 7:00 p.m.**

**Zoom**

In Attendance: Doug Bowie, Bob Goddard, Julie Hoffarth, Arsalan Ijaz, Donna Lounsbury, Taco Meuter, Nerissa Mulligan, Jason Taylor, Alma Thayer (Chair), Cole Vezina, Gary Wilson (Secretary).

Before approving the agenda, Board members invited architect Ray Zaback to give a progress report on the restoration project: helical piles should be suitable for the foundation of the clubhouse so both lower and upper floors will be straightened; a pump that's part of our sanitation system will probably have to be replaced; applying to the city for a minor variance which is needed to be able to produce construction drawings. Also described were slight changes to the stewards' kiosk and washroom, which led to a discussion about what type and quantity of privacy cubicles and lockers might be included. (More details are in the attached Clubhouse Working Group report.)

Agenda approved at 7:35.

Minutes of April 6, 2021 were approved with amendments.

### **Clubhouse and Courts Project**

We don't have latest cost updates from Bill Anglin yet or completed design images from the architects which will be needed to inform the membership of our plans at an open forum. The forum is tentatively set for the last week of May.

### **Financing plan for clubhouse project:**

Cost of renovating the clubhouse will be about \$850,000 (resurfacing courts 1 and 7 about another \$125,000). We can expect to have savings of around \$500,000, but the Finance Committee recommends a buffer of \$100,000 so only \$400,000 will be available for the renovation. Thus, we have to borrow \$450,000 minus the amount we fundraise.

We have to be cautious and would prefer a mortgage of \$350,000 but because of upcoming court resurfacing we may have to take on a higher mortgage, and then pay it down after five years if we have excess savings.

We will need to get a mortgage in the Fall of 2022 when the renovation is complete. Infrastructure Ontario loan might not be possible since they require the city of Kingston to guarantee the loan. We're looking at other options, but commercial lenders will only lend up to five years, versus up to 30 years for IO.

### **Fundraising for Clubhouse and Courts Project**

Donna reported that a Fundraising Working Group (FWRG) has been formed consisting of her as chair, Alma, Julie, Cole, Arsalan, Taco and Viki Andrevska. Fundraising will proceed in phases with groups of potential donors being approached at different times during the campaign. The FWRG will meet this weekend to plan the best approach.

We have applied to Sport4Ontario to issue tax receipts on our behalf but haven't heard whether they have approved our project. This service will cost about 5% of the total donations. It appears we will be able to provide tax receipts for people whose donation is a security.

To promote the campaign, Cole has designed a very professional looking folder containing a variety of documents and illustrations that when printed will present a strong case for donating to the project. Cole's description of the folder is included in the attached report.

Jason is working with someone to create a two-minute video giving a personal delivery of the material in Cole's folder.

## **Membership**

Julie pointed out in promoting the clubhouse project we have to be sensitive to members whose preferred a new clubhouse on the lawn. With the club closed by the provincial lockdown, Yaoting has suggested a Zoom meeting with members as a morale booster. Nerissa has volunteered to help organize it. Julie will discuss the idea with the Membership committee.

## **Governance**

Gary reported that the committee didn't meet since the last meeting, but will meet in a week or two to discuss the new board member orientation handbook as well as our committee's proposal for initiating the staggered voting method at this year's AGM.

## **Finance**

Taco reported we have 488 members and around \$510,000 at the RBC.

## **Facilities and Infrastructure**

Doug reported that he and Bud did some chores that hadn't been done because the spring clean-up was cancelled. Taco has ordered four new windscreens. Lights on back courts not working well and an electrician will inspect them.

Julie and Taco are researching ball machines and are recommending buying a more expensive one which should be more reliable than recent ones we've had. The Board agreed the cost of using the ball machine will be \$20 an hour.

### **Programs**

Arsalan reported on the efforts to hire a pro for this season. There have been interviews with David Corrigan who, although he hasn't a Club Pro 1 certificate, is a very appealing candidate for Teaching Instructor. He would share teaching duties with Tristan O'Brien, who will also be camp director this summer.

Discussions are also underway with Tony Roth, a former pro at the KTC, about a possible role at the club for him and his Noble Tennis School.

### **Communications**

Because it was getting late, Donna said she would let her report speak for itself. She also referred to the earlier discussion about fundraising for the clubhouse restoration, and made the following motion:

That the Board set \$125,000 as the fundraising target. Seconded by Jason, Carried.

**Meeting adjourned at 9:30.**

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