

KTC Executive Meeting Minutes
Wednesday, March 9, 2016, 7:00pm
Flame's Home

Present: Lynne Hanson, Rick Donaldson, Isabelle Pollock, David Stocks, Sam Faris, Flame Eadie, Ginette Blais, Jocelyn Purdie, Doug Bowie

Guest: Kurt Carter

Via phone 8 p.m. Paula Loh, Tom Thayer

1. Minutes Wednesday, February 10, 2016 Jocelyn moved, Rick seconded, approved

2. Matters for Information

• **Resources**

The club is registered for TechSoup Canada and Google Apps for Non Profits. Google provides us with free tools that normally businesses have to pay for, such as multiple email addresses for our domain, kingstontennisclub.com. There was some discussion about GoogleDocs and how we can share documents, somewhat like a drop box. You can keep things private or can share with the entire club if you choose. It is free, and provides increased flexibility because you can have many more accounts.

• **Parking**

From Paula Nichols at the City. They have a newly-revised plan which is to apply to council to grant an annual license to the KTC for issuing parking permits. Doing it this way there will be no amendment to the parking by-laws. The request can be approved at one council meeting, and it is still scheduled for the March 22 meeting. The proposed cost is still \$2,000/year. The staff report will be available online for viewing usually after 4pm on the Wed prior to the council meeting, which will be Wed, Mar 16.

• **Summer camp fees**

The board has unanimously approved (online vote) summer camp fees as motioned by Tom. That is, no change in price for full-day sessions (recognizing that we are now providing lunch for only one of the days) and a \$5.00 increase for half-day sessions.

3. Website Demo (Kurt) – The website draft looks great – we all agreed that “Court Bookings” should have a separate heading on the homepage. There will also be members only pages and the password-protected pages for the Board. There is also a link to Jegysoft, which is not pretty but is functional.

4. Demo of online membership registration (Flame)

Suggested changes - Weird wording about registering at the top - “and you can”. Might also be good to put Registering online first time at the top. If we offer the early bird rate all year to new members, then we will still have to have the lower rate on the website. Flame demonstrated the registration process on Jegysoft.

5. **Newsletter** – Isabelle is planning to do posters to call for volunteers for various activities.
6. **MOTION:** Isabelle moves, and Lynne seconds, that any decision to reduce the limit for online court bookings be made by formal motion and vote, and that this decision should be delayed until after the online survey has been concluded.

We discussed whether we should wait until after the survey to vote on this decision – some thought that there is a clear problem in booking courts, and others thought that there might not actually be a problem, and that we should ask our members about what their concerns. It would be good to look at the survey to see whether there is a problem all the time or just during the prime times. Most seemed fine with waiting until after the survey, although others thought there was no point in waiting because we already know when there are excessive demands. We agreed to sever the motion into two, and most members agreed that it would be good to have formal motions and that any formal motions should be on the agenda ahead of time so that people can take the issues into consideration. We also discussed whether the survey will tell us anything new, or whether the delay would be a problem.

Isabelle and Lynne agreed to sever the motion into two as a friendly amendment.

First motion: Isabelle moves, and Lynne seconds, that any decision to reduce the limit for online court bookings be made by formal motion and vote. Passed unanimously.

Second motion: Isabelle moves, and Lynne seconds, that this decision should be delayed until after the online survey has been concluded. The motion passed, 8 for, two against, one abstention.

7. **Survey** (Flame) Flame showed us some of the results of our test survey, and even with a sample of 9 people, it was apparent that the survey can offer helpful information (i.e. it showed that most people are happy with the current social events and found location to be very important.) This can help us to make decisions. There was some debate as to whether we should ask about options that we might not necessarily be able to offer (clay courts, indoor courts). We wondered whether we should include cost considerations now, or simply ask about interest now and then put out cost considerations later if there is sufficient interest in a particular option. It will also take a lot of work to put these costs together, and it might be wasted effort if no one is interested in some of the options. We decided to add in a question about indoor courts. This should help to provide for more democratic input into club decisions, and members will also be able to make additional comments on the survey.

Jocelyn moves, Ginette seconds, that the survey will be amended as suggested and will be circulated to the Board for approval via e-vote by March 16th. Approved unanimously.

Isabelle moves, Flame seconds that we approve the expenditure of \$500 for Survey Monkey annual subscription. Approved unanimously.

8. **By-law Update** (Jocelyn) The Queen's Law business clinic has sent us a draft version of the by-laws, so the committee will meet shortly to go over the documents to assess, see if they need to make any changes and then will bring it back to the Board.
9. **Paula's travel expenses to attend the OTA's AGM on April 9 – David moved, Jocelyn seconded, approved.**
10. **Spring memberships** (Dave) There have been at least two requests to have a spring membership, similar to the fall membership, so Dave asked whether we are interested. There was some question as to whether this would be a problem because May and June are our busiest months. We discussed whether we should allow some special membership requests through the Board. Flame suggested that those in charge of membership present these special cases to the Board for approval. At this time, Flame, Doug, and Bud will make discretionary decisions about whether to allow a special membership and will report to the Board. The by-law committee will incorporate this into the jurisdiction of the committee structures, so that the membership committee will be empowered to make these decisions going forward.
11. **Staffing and Camp update** (Dave) Great news, Isaac Jones will be our club pro and Emile Flavin will be assistant pro. We are also in good shape for summer camp staff – we have four or five returning staff and some new possibilities, so it is looking good. Max and Neil will both be returning as stewards. Clare Webb will be camp director, and will try to be more proactive about trying to get more full-day campers, and achieving efficiency in terms of staffing. We are also looking at different activities for younger children in the afternoon, and are looking at this as a transition summer, thinking ahead to more full-day campers in the future. There was some discussion about whether we should have full-day camps for very young children (i.e. 5 year olds), given the fact that they really can't do tennis all day and there was some concern about taking them elsewhere, like KCVI gym, for other activities (although they already go there now for rainy day activities).
12. **Walk-on Policy** (Isabelle) Isabelle would like to know what the walk-on policy is. At most clubs, a walk-on does not count as a court booking. Any open court can be used as a walk-on and does not count as an advance booking – it is done by contacting the steward and asking them to book it for you 30 minutes before the start time. There is some confusion about what the policy is, so the Board needs to revisit this – Paula and Dave will locate the existing policy and send it to the Board.
13. **Next meeting date and location** - Wed. April 20th, Lynne's house.
14. **Other business** – Rick said we are all set to go with the tree-trimming on Monday. There are a few dead trees that they are going to take down.
15. **Meeting Adjourned 9:43 p.m.**