

Minutes - KTC Executive Meeting
August 22, 2017 @ 7:00pm
Bud's Home

In attendance: Viki Andrevska, Doug Bowie, Rick Donaldson, Paula Loh, Graham Lord, Jim Martin, David Stocks, Bud Nelson, Gill Turnbull, Chloe Wilson

Absent: Julius Breza-Boski

1. Review/approve minutes of meeting from Tuesday, July 18, 2017

Approved. Gill noted that there is follow-up outstanding from the July meeting with regard to the Try/Learn/Play program.

2. Membership Rates – request by member Mark Nelligan

Member Mark Nelligan requested that a reduced rate for seniors be considered by the Board. Mark's argument is that retired people have reduced income. The Board reviewed the suggestion and concluded that our rates are already modest and no changes will be made.

3. KTC Shirts – logo shirts for sale; t-shirts for ladder awards; shirts for tournament winners

The minimum order for shirts via Acme is 25. The suggestion was made to keep the shirts for sale to the members as white to avoid confusion with the stewards and camp staff.

Last year Bud ordered the t-shirts for Ladder awards online through Vista and they cost approximately \$10.

Gill will place an order. David will follow up with Sam on the shirts for tournament winners from last year and this year.

4. Year-End Social – proposed for Sat, September 30 @ Kingston Yacht Club

Gill proposed the same arrangement as last year for the year-end social: \$42/person which includes tax and gratuity to be held on Sat, Sept 30th @ Kingston Yacht Club. A minimum of 30 people are required to set up a buffet. 24 people attended an a la carte event last year. One of the possible reasons for low interest was that the event was not advertised far enough in advance. Concern was raised that \$42 might be expensive and that the date conflicts with the KCVI reunion that weekend. An alternative is to host the event at the Club but it is a lot of work and it is already too late to organize for this year. Gill will check availability with the Kingston Yacht Club for alternate dates and get back to the Board.

5. Court Lighting

Rick suggested installing a system that can control the lights remotely via the internet. Each set of lights can be individually controlled, if desired. Estimated cost is \$1,779.75 (\$1,575 + HST).

Motion: We install a remote control system for the lights for a cost of \$1,779.75. Rick moved, Doug seconded. Carried.

6. Governance – by-law for distribution to members; set date for 2017 AGM

Tuesday, November 14, 2017 will be the date for the 2017 AGM.

Paula said that the wording of the new by-law needs further review by Graham and her before distribution. The by-law will first be approved by the Board, then distributed to the membership for review, and then will go to the 2017 AGM for final approval. Paula will have the final version ready for the Board vote at the September meeting.

7. Capital Project – update

Bill Anglin of Anglin Construction has commitments to existing projects until the beginning of September. Paula plans to meet with Bill and Doug Prinsen (civil engineer) by mid-September to receive a quote on the revised capital project. We need this to both apply for a Trillium grant (the application deadline is October 25, 2017) and to present to the membership to receive financial approval for the project.

8. Treasurer's Report

2017 YTD revenue is slightly ahead of last year. Membership is at 447 members so far this year. There is speculation as to the capacity of the Club; one guideline is $75 \text{ members/court} \times 7 = 525 \text{ members}$. The capacity of the Club should be taken into consideration when we expand to 8 courts. Targeting \$100K in annual savings is a good benchmark for financial institutions when we apply for a loan for the capital project.

KTC's request for reconsideration of our property tax is under review (as is the Lawn Bowling Club). We are likely to receive a response in October, which can then be appealed if necessary.

KTC's financial records are audited annually and the process has just begun in anticipation of the September 30, 2017 year end. Statements are expected to be ready by October 25 and then available for distribution to KTC members in advance of the 2017 annual general meeting. The auditors have requested that a copy of the Audit plan be circulated within the Board for review. Jim requested that this be completed by the next Board meeting.

Our bookkeeper has been doing a good job and it is beneficial to have this position as it helps with providing continuity for Club operations.

9. **Next meeting date & location** - Tuesday, September 26; David to host

10. Other Business

- Paula took the ball machine for repair and the 2-year-old battery was replaced. We should store the machine in a warm place during the winter to extend battery life. During the season, the ball machine should be unplugged after it is recharged.
- Unfortunately we didn't sell all the tickets for the Rogers Cup suite this year
- Tree damage: a large limb fell from the tree on City property by the entrance gate on Napier Street and was quickly removed the same afternoon by Fobert for a \$300 charge. Paula will contact the City to assess the health of the tree, as it looks diseased.
- Rick plans to order two spare nets; cost is approximately \$500
- a new BBQ was purchased this year
- Doug will look into a score display system to use for the tournaments to help spectators follow the matches

11. Adjournment at 9:12pm