

Kingston Tennis Club Executive Meeting
November 18, 2015, 7 p.m.
Jocelyn's Home

Present:

Lynne Hanson, Jocelyn Purdie, Paula Loh, David Stocks, Doug Bowie, Rick Donaldson, Flame Eadie, Tom Thayer, Sam Faris

Regrets: Ginette Blais, Isabelle Pollock

Called to Order: 7:04 p.m.

1. Minutes of Thursday, October 22, 2015:

Approved - Lynne moved, Joc seconded, carried unanimously.

2. Matters Arising from the Minutes:

- a) Chloe has agreed to do Junior Programming, will report to Sam as board liaison
- b) Taco has requested to join the Board
 - Taco is experienced, has done a lot for the club, and is well qualified. He is also making a procedural argument that a vacancy occurred at AGM. Others noted that the procedural argument is not determinative given AGM vote, board's powers.

Doug moved, Lynne seconded, that Taco be appointed to vacant MAL position;

- Some concerns about collegiality in working with Board were expressed. There are roles on the board that may be needed in the future, and we are not in a position to decide at this point. Taco's contribution would be welcomed by the Board for volunteer work as it arises.

Motion defeated

3. Minutes of AGM, Tuesday, October 13, 2015

Approved - Joc moved, Doug seconded, carried unanimously.

4. Tournaments - Confirmed dates for 2016:

Mixed Doubles - June 17-19
M&W Doubles - July 15-17
M&W Singles - August 12-14
Junior - Saturday, September 3 [Labour Day weekend]

- Some discussion about the junior tournament, how to staff – need support from camp staff to assist with younger children
- May also run a Queen's tournament, dates would be posted in early summer

4. Commercial club software – Jegysoft

Paula moved, Flame seconded, the approval of acquisition of Jegysoft club software for 2016

- Bud submitted report assessing Jegysoft platform

- Has everything, tabs for everything – people can register for new memberships online, sign up for camps online. We will keep same website; we can also use Jegysoft platform to disseminate information, good for marketing; could have a true waiting list for camps, people can check status online.
- Jegysoft will provide training over the phone, on an ongoing basis
- Is easy to use, court booking system very similar to current system
- learning curve for stewards but will make their job easier overall and improve efficiency as it integrates several separate systems
- Has box ladder that puts people in a group - our current challenge ladder is preferable; Bud and Paula will investigate
- Can also host our email if we want it to
- Cost is \$1500 for initial programming, \$1500 per year guaranteed for three years + hst (we are now paying \$800/year for court booking system on its own)
- At this point, if anything goes wrong with the current system, the only person who can fix it is Bud. It would be good to implement new system now because we are trying to integrate the systems, and it also would also solve problems that stewards face. Finally it will help to save costs on the spring mailing, as membership signup & payment can be made online (although some offset due to fees paid to credit card companies instead of processing payment by cheque)

Motion passed, unanimous

5. Legal counsel for by-law issues

- Paula will negotiate since we did not sign a retainer and services were billed after we asked them to discontinue.

6. Capital Project Report & Presentation to Members

We are applying for a \$150,000 Trillium grant. If we don't get a grant, we could do the project in stages, i.e. just clubhouse and demolition; we would need a loan of \$907,000, which we could support. Doug, Joc, and members of Finance and Risk Committee gave their comments on the report, and a few minor changes were made. The loan and trillium grant are important, as we need additional cash to support the capital project.

In terms of finances, we are doing very well; i.e. over the last year, we had a \$67,000 increase in revenue, and expenses increased by only \$15,000. This says a lot about the previous management in their excellent oversight of gradual expansion. Even in worst case scenario with increase in interest rates to 5%, we are still solvent - can cover our debt and keep up with maintenance. Financing is based on a 10% increase in membership in 2016, then additional ~2% every year thereafter (to cover inflation). There was some discussion as to whether to wait a year to implement 10% fee increase; it is only a \$28 increase for an individual member.

At this point, we have already committed \$32,000 to this project. There was some discussion as to how to get a reading as to what people want. Few have commented to date on what we have proposed so far. Part of the problem is that some are not aware of the \$ amount, although it was reported in the spring newsletter. We considered reasons not to go ahead with the clubhouse – that we should focus on the tennis, and might want to put in more courts rather than go ahead with a clubhouse. Concerns were expressed that we should put money into removing concrete pads under courts, i.e. court 1, people might be more concerned about quality of courts and lights than new clubhouse.

Motion to approve a 10% increase in membership rates for 2016 to contribute to the capital fund.
Tom moved, David seconded, carried unanimously.

Motion for Approval by General Membership:
Tom moved, Doug seconded, carried unanimously.

"If financially viable, then proceed with the entire capital project as outlined in the presentation:

- **New clubhouse**
- **Eighth court**
- **Widening and lighting courts 2 and 3**

If not, then proceed in stages as financially feasible."

Capital Project Report: The written report was reviewed, and there were no comments or questions. Paula also mapped out agenda for special membership meeting. Tom suggested that we send out his reports to the membership, and Paula will do so tomorrow. The presentation itself will also be videotaped and posted on YouTube.

7. Next Meeting Date and Location- Wed. December 16, David Stocks will host.

8. Other business

- Flame reported that the marketing and fundraising committee met yesterday and came up with some great ideas. Lorna Sim, Nancy Druick, Lana Unsworth, Kathleen Vollebregt, James O'Reilly, Flame, and Paula are on the committee. One suggestion was to have donor wall with plaques. Doug suggested that we pursue charitable donations by seeing if we can become a charity; Tom reported that he had recently explored this and sports clubs are not thought to be 'in the public good' but that the auditor will look into this further for us. Paula volunteered to ask the OTA about it.
- PROkids – we have had a sponsorship agreement for several years with the City of Kingston to help underprivileged children across the city. We have contributed two junior memberships, but have never had any children take advantage of it. One suggestion was that we contribute two spots in the day camp in addition to membership.
- Paula contacted WTC Communications to get the log in information for the website and ktc emails accounts and is now updating the website, as needed.
- Fall clean-up day was successful, and about 30 people came out.
- We have a court usage committee (David Stocks, Bud Nelson and John Sylvester) looking into the many aspects that affect court usage. Some issues include the size of membership, effect of tennis camps, lessons, online bookings, current exclusion of courts 1 and 7 from 7:30am use, possibility of shorter doubles times slots. John is looking at the morning timeslots, Bud is looking at membership numbers, and David will report back about tennis camps. This is an ongoing project and they are at the information-gathering stage.
- With regard to governance issues, Joc and Paula are meeting with the Queen's Business Law Clinic tomorrow. Joc has found some good by-law templates that are clear and simple.

9. Meeting Adjourned 10:12 p.m.