

Minutes - KTC Executive Meeting
January 28, 2019, 7:00-9:00pm
Location: Taylor AutoMall

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

The meeting was called to order at 7:03pm

1. Approval of Agenda

Agenda Approved.

2. Approval of December 17 board meeting minutes

Approved with the correction that amendments to the 2019 Special Meeting minutes be assigned to the Governance committee.

3. Finance Committee report

a. Membership fees.

Membership was down. It would be counterintuitive to increase rates and expect to see an increase in membership. Further, Napier St. construction could be disruptive to our playing environment, and Courts 2 & 3 won't be painted until July, so our club could be temporarily less attractive than usual. We can advertise that the rates are the same, and our court and lighting improvements.

Taco moved to keep rates the same, Donna seconded. Carried.

- i. There is a discussion of changing the family membership definition. This would allow older children who are at school or who live away from home to be included in the family membership. This needs to be better defined, and amendments have to be made to make it more manageable.*

b. Camp fees

Camp attendance was down, we do not want to see participation go down further. Improvements to camp instruction were made last year so hopefully this too will help with attendance this year.

Taco moved to keep rates the same, Donna seconded. Carried.

c. Parking permit pricing

We are currently not recuperating all costs associated with having the parking permits at their current price.

Taco moved for the parking permit price to increase to \$30, Donna seconded. Carried.

d. 2020 operating budget

A board member remarked that the proposed budget was optimistic. Ultimately it was decided that the proposed budget would need to be amended to be more realistic. A new bookkeeper will be hired once their references are checked.

4. Facilities & Infrastructure Committee report- no motions

- a. Current facilities and infrastructure project
The wrong light fixtures have been sent from California. They are now sending the correct light fixtures. The project is still on budget, and this should not affect anything for the Spring.
- b. Stewards
Last year's stewards have been contacted, many are interested in returning. There are some new applications. A member with experience has volunteered to help manage stewards.
- c. Court maintenance
Court seven is to be power washed. Volunteers have stepped forward to do this. There is concern that the court may be in bad shape after power washing. Perhaps it would be good to paint it along with courts arranged to be painted with the current facilities and infrastructure project. More to come on this.

5. Membership Committee report (15 minutes)

- a. OTF recognition event planning
The singles tournament is to be in July, and the men's and ladies' doubles tournament is to be in August. Some members could be opposed to having the tournament open to the public as they may feel the winner must be a member of the club. The budget for this event should be break-even, we should not try to make money on it. It can also be seen as an investment as our club and improved courts will be on show to Kingston and area tennis players who are not currently members.
Julie moved to have this event the weekend of July 24th hosted with the club's singles tournament which will be open to the public, Cole seconded. Carried.
- b. Advertising/marketing budget
This does not include an advertisement in the City of Kingston's Recreation and Leisure Guide.
Julie moved for a \$600 budget, Taco seconded. Carried.
- c. Discussion of new ladder technology
To be thought about and discussed more at February's meeting.
- d. Discussion of 2020 calendar of events
To be discussed at February's meeting.

6. Programs Committee report

- a. Camp Director

Tristan has agreed to return as camp director. We will be paying Tristan for his time hiring/re-hiring camp staff.

b. Afternoon intermediate session

This will be geared at older campers who are strong beginner or intermediate players. It will be a two-hour session and run by current camp staff, perhaps with input from the club-pro. This will also help with a decline in afternoon session attendance over the last few years.

Arsalan and Cole moved that a two-hour intermediate semi-private lesson/camp be added to camp programming, Taco seconded. Carried.

c. Recreation guide advertisement

Arsalan and Cole moved that the club do a ¼ page ad in the City of Kingston Recreation and Leisure Guide at a cost of \$199, Nerissa seconded. Carried.

d. Junior ladder

The junior ladder does not see a lot of play, this will replace that. Each junior member will play one match a week. This will be every Saturday in the late afternoon, a set time and day of the week will make it easier for junior members and their parents to commit to the program. The parents of camp attendees have remarked that their children do not get the opportunity to play many tennis matches, therefore this will also be open to children who attend summer camps for a nominal fee. The club-pro could play a role in the organisation of this.

Arsalan and Cole moved that the club add a junior ladder/ round robin league, Nerissa seconded. Carried.

e. Club professional

Still looking into options. More to come at a future meeting. Anne was paid to take on a larger role last year, this was effective.

Arsalan and Cole moved that the head club-professional be paid to take on a larger set of responsibilities, Nerissa seconded. Carried.

f. Junior tournament

Many families are unavailable labor-day weekend. Will be looking into having this sponsored by the Whig Standard as it was many years ago. Can advertise this at KASSAA and EOSSAA tournaments, and at camps.

Arsalan and Cole moved that the Junior Tournament be moved to the 29th of August and be open to the public, Nerissa seconded. Carried.

g. New drop-ins for youngish members

We need to work on a name for this. No sense of community for younger members, mid-teens to young adults.

Arsalan and Cole moved that the club add young member drop-ins on Sunday afternoons also open to the community for a fee, Nerissa seconded. Carried.

h. Junior clinics

Discussed having more junior clinics after their popularity last year. More to come on this.

7. Communications Committee report (10 minutes)

a. New newsletter

The monthly newsletter will be re-branded as Courtside with a new logo. *Donna moved for the approval of preliminary communication plans with the understanding that any new advertising or rebranding of communications will need the approval of the Board, Taco seconded. Carried.*

8. Governance Committee report

a. By-laws

There have been proposals for amendments to by-laws. More thought needs to be given on this subject, this will be discussed at the next board meeting.

9. Clubhouse Working Group report

a. Smith Business Consulting

Smith Business Consulting (SBC) will give us a well-defined and useful report to gain an understanding of what the membership wants, this will likely take the form of a survey in the late spring or early summer. The Clubhouse Working Group has checked with organizations that have used SBC's services in the past, they reported that the service was very helpful and professional. This could carry over to a fall project with the civil engineering program. If this takes the form of a survey we hope to also survey parents of camp attendees.

Jason moved that the tennis club apply for SBC services for their April 1, 2020 term, Taco seconded. Carried.

b. Co-chair of Clubhouse Working Group

Jason moved that the board approve Bob Goddard as Co-Chair of the Clubhouse Working Group, Cole seconded. Carried.

10. Other business

a. The February 2020 Board meeting will take place on the 25th of February at Gary's home.

b. Volunteer Committee members

Michael Kelly for the Communications committee. Ben Doornekamp for the Facilities and Infrastructure committee. Viki Andrevska, Peta Bailey, Yaoting Zhang, and Mariah Rowe for the Membership committee. Jim Martin for the finance committee, and the Clubhouse Working Group.

Nerissa moved that the addition of all volunteer members to committees be approved, Arsalan seconded. Carried.

11. Adjournment

Adjourned at 9:13 pm.