

BURNABY TENNIS CLUB  
VICE-PRESIDENT'S REPORT OF ACTIVITIES  
APRIL – NOVEMBER, 2014

Finance Committee

- Reviewed detail financial records of past 2 years (to build knowledge base)
- Prepared financial forecast for 2014 year
- Prepared budget for 2014-15 fiscal year
  - Including new dues levels required to support club's operating costs & make a contribution to bubble replacement fund
- Reconciled restricted funds balances to term deposits and corrected inconsistencies in prior years' financial statements
  - We now have \$330k in term deposits that match our financial statements Restricted Funds equity
  - Setup bank accounts to provide better separation between General Funds & Restricted Funds (so they don't get mixed)
- Proposed definition of purpose of Restricted Funds to Members for vote

Rules Committee

- Was asked to and agreed to act as Chairman to moderate meetings with fellow RC members to review the club's rules, incl. extensive communications
- Conducted member feedback and compiled results in a transparent process
- RC made recommendations for 2 rules changes which were accepted by Board
  - Subsequently, a 3<sup>rd</sup> rule change was voted on & accepted by members at the SGM (allowing members to play as guests up to 2x/mo.)
- Standing Rules Committee continues to function – periodically convening to review rules related matters as may arise from time to time – in an advisory capacity to the Board