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**Board Directors**

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| Lawrence Kumar – President  Sat Gill – Vice President  Frank Kusmer – Secretary  Craig Watson – Treasurer  Gary Sutherland – Operations Director (absent)  Peter Upper – Men’s League Director (absent)  Mike Hopkins – Membership Director | Michelle Sing – Women’s League Director  Nick Lee – Tournament Director  Barb Crowley – Social Director  Jas Khera – Director at Large (absent)  Jacquie Breadon – Junior Development Director  Eliza Haight – Club Manager |

* **Call to Order** – Lawrence
* **Approval of Past Meeting Minutes** 
  + Approved minutes from June 9, 2021
* **General Board Items** – Lawrence
  + **BC Gaming Capital Grant Application** – We applied for a grant of $147,000.
  + **Bubble Replacement Status** – We are awaiting a quote on grade-beam concrete work and then the committee will meet. Key documents are in GoogleDrive.
* **Financials** – Craig
* June 2021 Results: Surplus $120.2k vs $47.2k Budget, $73.1k above budget; largely due to additional tennis court rentals and coaching court fees collected.
* Budget 2021/22: Proposed increase of dues by 3%; Adjustments made include increased coaching revenues, higher repairs & maintenance, higher bubble take-down fees, higher utilities and staff wage adjustments. Results in $91k surplus and $900K in savings by year-end. *Motion made to approve budget as presented – approved.*
* **Rules Committee** – 2021/22 Indoor Rules – Mike
  + Recommendations for new updated booking rules were discussed.
  + The following 3 recommendations will be tabled at the next meeting to allow further analysis:
    - * Updated Prime and Non-Prime hours
      * $30/hr guest fee for all courts at all times
      * 72hr booking required for all players in a doubles booking
  + The following rules were reviewed and all were approved in a motion; (\*may be revised during the indoor season based on court usage):
* 270 member limit\*
* Add 1.5 hour bookings to current 1 and 2 hour bookings
* Maintain advance booking limit of 4 hours\*
* Maintain weekly booking limit of 8 hours
* Continue with 1-hour 24-hour bookings only and weekly max of 2 hours\*
* Members can bring guests twice per month (max 4 hours total) – fee $tbd/court/hour
* Members cannot play as guests\*
* Serving practice bookable 12 hours out, 1 hour only
* Ball machine bookable 12 hours out, 1 hour only ($10 per hour)
* Juniors continue to have limits on playing with other juniors (juniors can play with juniors up to 6pm weekdays and after 5pm weekends)
* Continue with name changes performed only by staff
* Remove absentee membership category
* Increase initiation fees and reduce difference between Burnaby and non-Burnaby members
* Maintain intermediate/student member category
* Increase family membership dues
* Limit pay and play to 40 players\*
* **Coaching Update** – Frank
  + Outdoor coaching is progressing well and is busy; collecting fees is well coordinated.
  + Coaching contracts expire Aug 31.
  + The following recommendations were reviewed and approved in a motion:
    - * Renew coaching contracts for indoor plus outdoor season 2021/22.
      * Coaching court hours allotted based on same hours in place at end of last indoor season.
      * Indoor rate:  30% of the total coaching fee paid by the client(s) plus GST, minimum court fee of $30 per hour per court plus GST. (Applies to all coaches & Saturday Jr Dev’t). Eliza collects all fees and coordinates remitting payments to coaches (as we did this past year).
      * Outdoor summer rate: 20% of the total coaching fee paid by the client(s) plus GST, minimum court fee of $20 per hour per court plus GST. (Applies to all coaches and clinics). Coaches coordinate fee collection and are billed by Eliza; For all clinics, coaches submit revenue/expense documents for billing calculations to Eliza.
* **Operations Management** – Eliza
  + Our new website development is underway. Testing will be done when the bubble is going up to confirm the booking rules are working.
  + Memberships on hold: 31 are on Covid leave; 9 for medical reasons; the priority for those wanting to return will be determined by the rules committee. Eliza will get the intention of all people with a membership on hold soon and advise the rules committee.
  + Key dates: Last day of outdoor bookings is Sept 1st; Bubble up Sept 2nd; Lights etc start install Sept 3rd; targeting Sept 9th for opening indoor bookings.
  + Thursday social doubles has low participation since last year and into this summer. Eliza will follow the signup format the same as for competitive doubles.
  + Our clubhouse deck is closed now as it gets assessed for repairs.
  + Indoor events using clubhouse are ok now as coordinated by Eliza.
* **Next Meeting Date – August 11, 2021**
* **Adjournment**

**To-Do List**

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| Lawrence | - Updates on bubble replacement  - |
| Sat | - |
| Craig | - |
| Frank | - |
| Michelle | - |
| Barb | - |
| Jas | - |
| Jacquie | - |
| Peter | - |
| Mike | - |
| Nick | - |
| Gary | - Oversee a project to replace the deck railings, and possibly the vinyl decking  - Address outdoor lighting improvements and garbage bin placement with Burnaby |
| Eliza | - Get intention to renew from all memberships on hold.  - Address outdoor lighting improvements and garbage bin placement with Burnaby  - Assess video alternatives and costs for next indoor season’s start |
| All | - |