****

**Board Directors**

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

* **Call to Order** – 6:00pm – Lawrence
* **Approval of Past Meeting Minutes** 
  + Approved minutes from Oct 12th, 2022
* **General Board Items** – Lawrence
  + **Bubble Replacement** – Final Items being worked on; Eliza on lead:

|  |
| --- |
| BC Hydro rebate for lights ~$15k |
| Refund Burnaby Permit Deposit ~$10k |
| Lower lighting billing from City for shared BC Hydro |
| Make custom secure gate for combo entry door |
| Storage shelves in electrical shed |
| Pre-fab storage shed |
| Repair fence around combo entry door |
| Build secure cover for electrical conduits |
| Markings all over courts |
| Mats for annex waiting area |
| Replace plastic in grade beam around annex |

* + **AGM Nov 23rd** – agenda sent; information ready
  + **Xmas Board Dinner** – Dec 14 tentative for Hart House
* **Financials** – Craig
  + - External audit completed – no comments which is good
    - Revenues are up $40k for 2022 vs 21 – mostly due to court rentals, and expense are up $20k. Total surplus is $109k.
    - *Motion: Accept accountants year end 31Aug2022 statements. – motion passes* (to be included in AGM material package)
    - Gov’t extended $40k CEBA loan pay back date to end of 2023; 0% interest
* **Operations Facilities** – Gary
  + Numerous items completed and underway – including:
    - * Bubble: foam tubing for the wire cable rope for member protection; construction garbage removal; contacted amazing gates for outer security fence; contacted Parks board for pathway leading from east exit door down to roadway - Nov/Dec -City cost;
      * Clubhouse: Carpenter- all cabinets, vanities done; finishing odds and ends; New toilet and Hand Bar on wall for wheelchairs in both Bathrooms; new mirrors; 2 new ceiling fans; all new piping for kitchen/bathrooms with shutoff off valves, new faucets, new dishwasher; new main water regulator and compression tank; Electrician - new shower ceiling lights, new hall lights, new plugs, switches, upstairs. Painters - prepping walls, sanding, painting this week. Metal Railing refinished with a satin black coating to be installed. Tile cleaning- washrooms and entrance floor tiles cleaned professionally.
      * Miscellaneous: New floor heat covers; New Led ceiling tube lights for washrooms; New folding upstairs tables; New shower heads. New floodlights coming.
* **Operations** – Eliza
  + Membership is full at 277 (Adult 157 Senior 92 Junior 28) Early Birds 5 and Pay and Play at 52 with 221 on the waitlist including injured/medical leave. We did not invite any waitlisted as current medical leave and COVID absences totaled more than our maximum.
  + Submitted application to City of Burnaby for Burnaby Open June 24- July 2, 2023, and for the Summer Camps courts 16/17 July 3 – Sept 1, 2023
  + Ordered 2 storage sheds and one bench for the coaches to store their equipment on Court 6. During the outdoor season, the sheds can be moved to the furnace compound to store the bubble lights that do not fit in the wooden shed.
  + SFU tennis now practicing Tuesday evenings from 10pm – 12am and Friday mornings 6am-8am. (asking for court time Sunday Nov 20, 4 courts for 5 hours for pre-season game with University of Calgary. – request rejected).
  + Tennis BC- We usually host one indoor tournament around this time and we will be hosting the U14 Provincials weekend of Feb 24-26. It will not interfere with the Jr development or Sr Men’s League scheduling.
* **Social Report** – Barb
  + Grand opening of new bubble October 6th went very well.  Over 50 people attended. Everyone said they thought the new bubble was fantastic.
  + There won’t be a new member social as we don’t have new members
  + Planning a social, with play and food, when the Clubhouse renovations are complete.
  + Planning a daytime mayor event, a Thursday evening social, and a daytime group social – dates tbd based on clubhouse renovations completion.
* **Next Meeting Date – AGM Nov 23, 2022**
* **Adjournment**

**To-Do List**

|  |  |
| --- | --- |
| Lawrence | - Update on any outstanding new bubble items  - Lawrence & Sat will discuss court improvements and outdoor lighting with Burnaby. They will also meet with the new Director of Parks & Recreation. |
| Sat | - Lawrence & Sat will discuss court improvements and outdoor lighting with Burnaby. They will also meet with the new Director of Parks & Recreation. |
| Craig | - |
| Frank | - |
| Michelle | - |
| Barb | - |
| Jas | - |
| Jacquie | - |
| Peter | - |
| Greg | - |
| Nick | - |
| Gary | - |
| Eliza | - Eliza will put together a list of specific items needed to improve the courts and outdoor lighting on walkways and around parking areas which is a safety issue.  - Assess video alternatives inside new bubble and costs |
| All | - |

.