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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  Michelle Sing –Women’s League Director (Absent)  Greg Rash – Membership Director | Nick Lee – Tournament Director  Barb Crowley – Social Director  Jas Khera – Director at Large (Absent)  Jacquie Breadon – Junior Development Director  Brian Vikner – Men’s League Director (Absent)  Eliza Haight – Club Manager |

* **Call to Order** – 6:00pm – Lawrence
* **BTC Member** – Paula Carrasco attended the first 10 minutes to offer ideas on adding more value to the club: Have members volunteer more and use the clubhouse more to build a better sense of ‘community’ and ‘belonging’. Develop a sense of belonging at BTC instead of members just renting courts. Get them engaged and involved as well with physical workshops, Zoom sessions, etc. Paula was thanked for her ideas.
* **Approval of Past Meeting Minutes** 
  + Approved minutes from July 11, 2023.
* **General Board Items** – Lawrence
  + Burnaby Volunteer Dinner - Let Lawrence know if you’d like to attend.
  + Civic Outreach – reminder to advise in our board meetings if any of us have had interactions with key stakeholders, such as Burnaby councillors or directors. (Jacquie had a few conversations with Bob Black – who likes youth development.)
  + Pickleball in the news: Experiencing some restrictive measures in many communities due to noise and lack of acceptance.
  + Long Term Capital Asset Plan: Working with Craig on a plan to present to the board on significant capital expenditures in front of us – major assets needing replacement.
* **Financials** – Craig
  + June 2023 Results: Surplus $190.4k vs $119,2k Budget, $71.2k above budget

- Revenues $537k vs. 455k Budget, $81.9k above budget

- Expenses $347k vs. $336k we are $10.7k above budget

* + Budget draft for 2023-24 reviewed in detail:
* $568,057 estimated revenues, targeting a $140,000 surplus next year
* Includes an increase of annual membership fees by 3%.
* *Motion: Accept the 2023 - 2024 budget as presented. Accepted unanimously.*
* **Rules Committee Recommendations for Next Season** – Greg
  + Membership Annual Rates – 3% increase on average; Exception in a 6.9% increase for Family Memberships. (NB: Greg will have the committee clarify the Family Member definition for the next board meeting)
  + Membership Initiation Rates – 3% increase over last year.
  + Court Rates: Keep at $30 per court hour for both prime and non-prime times.
  + Membership Limit: Current membership limit is 270, but the actual member count is 277 as a result of some players coming back who were injured or absent. Recommend to set the membership limit to 275 with recognition that there could be a few players coming back from injury for the 2023-2024 season.
  + Waitlist: Need better information to apply new rules. Send out survey to players on the waitlist to collect information required. No fee will be collected.
  + Pay & Play: Increase number of Pay & Play Booking Card holders to provide same player court booking ratio as members. To improve operations, change “first come, first serve” model to a lottery model for Pay & Play Booking Card holders. Recommendations: Set Pay & Play Booking Card holder limit to 70. Implement a lottery model to register Pay & Play Booking Card holders allowing a maximum of 140 players to register, and 70 to be chosen.
  + *Motion: Accept the recommended increases to all membership categories and the other category recommendations as presented – The majority approves and the motion passes.*
  + Membership Renewal & Registration Policy: Each year the Burnaby Tennis Club accepts registration for membership based on the following priority order as previously approved in May 2023: (NB: Greg will have the committee clarify the policy and process to go through to apply these rules for the next board meeting)

1. Returning Annual Members registered during the previous Winter Season  
2. Absent Annual Members due to injury / illness from previous Winter Season  
3. Absentee Annual Members from a previous season  
4. Waitlist players from previous Winter Season based on the following criteria:

a. 80% from Burnaby

b. 20% from outside of Burnaby

Where the priority order is:

1. Family Member  
2. Junior  
3. Women  
4. Whoever is next on the waitlist

* **Custom System Update** – Greg
  + Overall development is on track
  + A small scope change (adding a member directory and favorite players list) has less than 2 days of work impact
  + Back-end development is targeted for completion mid-Sept; Front-end is 90% done

* **Coaching Committee Update** – Frank
  + Uros is leaving for an opportunity in Ontario – we all wish him well. His last day coaching at BTC is Sept 22nd.
  + He had been assigned 33 hrs/week and we have posted for new coaches and are actively interviewing. The model to be used to fill these hours is under review.
* **Operations** – Eliza
  + There is no longer an accessibility grant available via Rick Hansen
  + ITF Wheelchair Tennis approached us, but declined as clubhouse is not wheelchair accessible
  + Assisted Stanley Park Open in providing court times on July 17, 19. BTC billed $1410.
  + Summer camps have been in session from July 17 onwards.
  + Vending machine removed as it was not generating enough sales.
  + U18 Jr Provincials were rained out 24/25 and were only at BTC July 26/27.
  + All exit signs and emergency lighting were replaced in the clubhouse by Fairlaine Fire Protection as the previous ones were not operational.
  + Met with Johnson Controls to assess current equipment; Signed another 3 year contract. (Service the blower 4 times/year and clubhouse furnace 2 times/year.
  + Getting quotes to get furnace ducts cleaned. Last time was in 2016.
  + No more mice have been detected in the clubhouse.
* **Facilities** – Gary
  + Getting quotes on washrooms; costs vary widely
  + May need to install four clubhouse roof vents to release hot air & improve circulation
* **Jr Tennis** – Jacquie
  + Girls Try It Day held July 30, 2023. – went very well with 57 attendees.
    - * A free event; Organizers were Sarah Kadi, Jeannie Rohr (Tennis BC) and Jacquie Breadon (BTC). Lots of positive feedback from attendees and parents.
      * BTC provided 5 courts and Burnaby provided an additional 3 from 12 – 3.
      * Exploring the idea of future events, possibly annually, and the strategy.
  + Jr Funding Proposal:
    - * Recommends providing $200 up to a maximum of $500 to assist junior athletes by reimbursing travel expenses related to junior tournaments if they received no funding from another source.
      * Funding for multiple athletes may be given in the same year.
      * Applications submitted by August 30. Recipient(s) chosen by September 15.
      * The committee reviewing applications will comprise the Junior Development Director and at least two other BTC Board Members.
      * Applicant Criteria: Member in good standing of the BTC; Competes in tournaments representing BTC; Participates in BTC activities; Shows strong sportsmanship characteristics; Must have participated in junior tournaments such as ITF events, Provincial Championships and National Championships; It is expected the candidate(s) qualified for the main draw of the Outdoor National Championships; Resident of BC.
      * *Motion: Approve $1,000 this year to be allocated to sponsoring junior(s) subject to the criteria as presented – motion is approved.* (To be completed by Aug 30, 2023)
* **Socials** – Barb
  + Will have a new member social mid-October
  + Considering using Thursday nights for junior or other rotating events
  + Will develop a draft schedule for using Thursday nights by mixing in special events without changing Thursday night doubles; will focus on reaching unique and underused groups of members not replicated during the rest of the week’s events.
  + Considering BTC club apparel – will get quotes and information for discussion.
* **Next Meeting Date** – Sept 13, 2023 (Zoom)
* **Adjournment**