**Burnaby Tennis Club**

**Board of Directors Meeting Minutes**

**Wednesday, October 19, 2011**

**Present**

Graham Youde – Operations                                   Susan Youde – Social

Val Cuthbert – Secretary                                         Rae Smith – Office Manager

Nelson Lu – Treasurer                                             Hazel Padula – Ladies League

Rosemary Riley – Junior Development                   Glenn Richards – Head Tennis Pro

George McLachrie – Membership

David Pell – Director at Large

Geoff Lakeman – Vice President

**Absent**

Larry Melnyk – President

Louie Bortolazzo – Men’s League

Jackie Brown – Tournament Director

**Approval of draft agenda**

     Draft Agenda approved by Rosemary, seconded by Val

**Business Arising from Sept. 21st, 2011 Minutes**

·        Info on services provided by Giga Sports was distributed to several board members to review and there is a copy in the office.

·        Review of the expenses from the Burnaby Open was completed by Nelson.

Hazel moved that the September 21st minutes be approved.  Nelson seconded the motion.  Motion carried.

**Doubles Clinics**

Mark Sun, ( Club Member) gave a presentation on a proposed doubles clinic that he would like to implement at the club.  Mark to discuss further with Glen.

**Club authorization for other groups to use courts, equipment, club house, etc.**

A request from other groups to use the club or tennis courts should go to the board for approval.  If the request is urgent, an e mail could be sent to the board members for a response.

**Calendar in office to record usage of club house, courts, etc.**

**Action Item:**Rae will purchase a calendar to be displayed in the office.

**Head Pro Report**

1. Junior Development Update
	* Over 30 kids, excellent coaching staff, all levels from high performance down to 5 year olds.
2. Box Ladder

·        Lots of interest, over 25 participants in one day, many new members

1. BTC Clothing

·        For league to purchase, **Action Item:**  Glen will look into prices, logo on shirts

1. Men’s League Update

·        Awards dinner tomorrow, BTC won the open division due in part to high performance juniors.

**Office Manager’s Report**

·        Court cleaner is $400.00 to repair

·        New members night is Wednesday, Nov. 2nd

·        Dependable lock – was having trouble with the lock - the battery needs to be changed every month.

·        Rae will give Dave keys to the tennis facility.

·        Karen Patten requested to run one social per month:  5 courts – 2 hours on Sunday evening: roughly $260.00 per time.  The board did not approve.

·        Geological Report.  **Action Item**:  Larry may have it

·        Jose Crisologo (Club Member) inquiring about December 10th (Sat) – check with Susan Youde if time available: 8 – 11 pm – 5 courts – 1 time deal $400.00 for the night.

The Board approved.

·        Rules Committee regarding rule #4 “no in person booking allowed” – has made a huge difference as far as congestion at the counter – good job.

·        Vault.  Rae purchased a new one.

·        Inquiry from a member to have a fitness group late at night or early morning 1 – 2 hours at the clubhouse, charge for last group $25.00 each time.  **Action Item:**  Rae to get additional information and check on her insurance.

**Court Floor Cleaner**

·        The cost of a new court cleaner recommended for the club is $8,965.00, with a 3 year warranty.  The current cleaner keeps breaking down.  Nelson recommended that the club purchase the cleaner.   The board unanimously agreed to purchase it.  **Action Item:**  Rosemary to purchase court floor cleaner.

**Meeting with Financial Adviser**

Dave met with the Financial Adviser to review options.  They looked at a bond fund which has minimal risk.  Someone is hired to manage the fund.  Dave will prepare recommendations to present to the club membership at the next general meeting.

**Letter from Lori (club member) regarding rule change related to members booking as a guest**

The recommendation was that the new rule changes should be given a chance to see how they work out.  A review of the new rules will take place in 6 months from the date they changed. The board unanimously agreed.   **Action Item:**  Val to contact Lori to discuss

**Installation of the buzzer system, emergency lights**

The electrician will be installing the buzzer system and emergency lights next week.

**Monthly Newsletter – President to Members**

The board felt that a monthly newsletter or a newsletter when something new was happening would be a good idea.

**Treasurer’s Update**

The club has a balance of $470,000. 00.  $295,000 in short term GICs, $175,000 in the club account.  Nelson reviewed and handed out a copy of the current Commercial Insurance Proposal.  He will proceed with the Insurance as per the proposal.

**Tennis Socials**

The next evening social is Saturday, October 29th.  There will be a magician performing; the menu is baron of beef, Yorkshire pudding, potatoes, etc.

The next daytime social is Wednesday, November 9th from 10:00 to 1:00.

**Membership Update**

There are 266 paid members as of this date and 21 new members.  The membership at the end of last year was 306.   Each year there are approximately 30 – 40 people who do not join the following year.   George plans to survey members who did not rejoin this year.

**Next Meeting**

November 16, 2011