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**Board Directors, Past Directors & Staff Present**

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| George McLachrie – PresidentLawrence Kumar – Vice PresidentFrank Kusmer – SecretaryPeter Upper – Men’s League Director Mike Hopkins – Membership DirectorMichelle Sing – Women’s League Director (absent)Nick Lee – Tournament Director (absent)Eliza Haight – Club ManagerEugene Joy – StaffBev Olson – Past Director | To be confirmed for board:David Pel, for TreasurerGraham Youde, for Operations DirectorAnthony Mazzucco, for Social DirectorVacant – Junior Development Director |

**1. Confirmation of New Board Members**

- Motion made and seconded: **“*Add board members for a 1 year term to fill board vacancies: George McLachrie – President; David Pel, for Treasurer; Graham Youde, for Operations Director; Anthony Mazzucco, for Social Director.”*** Motion is approved.

**2. Approval of last meeting minutes**

- Carried over to next meeting to approve minutes from: Oct 10, 22, 29, 2018

**3. Current Financial Status & Risks to 2018-2019 Budget** – Lawrence, David

- Nov net income results: $21K behind target ($18k vs. $39k target; see VP Nov 2018 report for details)

- Target is to add $50-60k to bubble replacement by end of this year

- Revenues $111k on target, expenses $21k higher than plan due to: legal fees +$7k, insurance +$6k, bubble repairs +$4k, staff costs +$4K.

- Actions to reduce expenses & increase revenues:

- Current membership at 270 now. Court time taken by clinics is noted. Have small capacity to increase membership and revenues. Motion made and seconded: **“*Add 7 Regular plus 5 Pay’N’Play members.”*** Motion is approved.

- Graham will drop temp in bubble one degree, in line with Fortis Gas use reduction requests (Eliza adding sign to bubble dropping target temp to 16 degrees)

**4. Tennis Canada Update** (Nov. 27th meeting at Burnaby Parks & Rec.) - Graham, Lawrence, Frank attended, plus: Mark Roberts from Tennis BC; Dave Ellenwood & Dean Pelletier from Burnaby; Anita Comella & Trevor from Tennis Canada.

Key Highlights:

- Future will include BTC as part of any new facilities, including affordable public “community” recreational usage.

- Burnaby wishes to include BTC in community consultation process and new mayor/council is supportive of the TC project.

- Burnaby will not allow two separate tennis facilities in different locations, so BTC has to be part of any new facility in essentially the same land location for efficient land use.

- Too early to know if/when/where TC training centre will be built.

- Very early stages of site identification & geotechnical analysis of soil conditions and impact on building costs – could take 1-2 years; Until completed there is no fixed timeline for project completion.

- TC needs both Provincial and Federal government financial support for this to work; TC going this week to Victoria to investigate possible provincial support.

**5. Communication to Members** – Frank

- Suggests board sub-committee to focus on improving communication and change management.

- Motion made and seconded: ***“Form a Change Management committee to make recommendations to board on communication and managing change. Members to be Frank, Michelle and Eliza.”*** Motion is approved.

**6. Glenn Richard/Shelley Roxburgh contract issues** – George

- Shelley’s contract still in place – notice to cancel not given due to new board changes, new petition by members to keep independent coaches and discussion needed on legal risks (from Shelley) which could flow from cancelling her contract without an agreement made with GRT to replace it.

- BTC members in October 2018 meetings with GRT were acting as agent for BTC.

- Concern raised over how sub-contracting courts out might be negatively viewed by Burnaby and Tennis BC. Board made aware that some members have begun a public campaign to bring this issue to the attention of Burnaby and Tennis BC.

- Agreed we can offer help for GRT and Shelley to reach mutually acceptable terms, however we recognize they are both independent contractors and legal entities and must therefore resolve this themselves.

- Motion made and seconded:

***“George McLachrie and Lawrence Kumar, on behalf of BTC, will approach G.R. Tennis Inc. and Shelley Roxburgh and request them to each confirm with BTC when a binding agreement in writing has been reached between them regarding mutually acceptable terms, the details of which will be put into a legal contract between them. This is a requirement before BTC will cancel Shelley Roxburgh’s existing contract. To assist the process BTC agrees to pay up to four hours for the cost of an independent professional mediator if required.”***Motion is approved

**7. Checking guest ID’s** – Eliza

- Office will now start checking all guest player photo ID’s after discovery of cheating

**8. Senior Men’s League** – questions raised over their court utilization and fees

- Eliza and Peter to review history and fee payments and advise at next board meeting

**9. Carried over to next meeting**

- Coaching Model & Coaching Committee

- Ideas from Michelle

- Ideas from Gary

- Anthony ideas on Prime Time

- AGM filing – Frank and Dave to meet and review Societies Act filing requirements and minute book requirements and advise at next meeting

Next Meeting Date – Jan 9, 2019

Meeting Adjourned

To-Do List

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| --- | --- |
| George | - George and Lawrence will approach G.R. Tennis Inc. and Shelley Roxburgh re contract issue motion |
| Lawrence | - George and Lawrence will approach G.R. Tennis Inc. and Shelley Roxburgh re contract issue motion |
| David | - Frank and David to meet and review Societies Act filing requirements and minute book requirements and advise at next meeting |
| Frank | - Frank and David to meet and review Societies Act filing requirements and minute book requirements and advise at next meeting- Start Change Management sub-committee – Frank, Michelle, Eliza |
| Michelle | - Start Change Management sub-committee – Frank, Michelle, Eliza |
| Graham | - Adjust bubble temp down  |
| Peter | - Eliza and Peter to review Senior Men’s League history and fee payments and advise at next board meeting |
| Mike |  |
| Nick  |  |
| Tony  |  |
| Eliza | - Add 7 Regular plus 5 Pay’N’Play members as per motion- Eliza and Peter to review Senior Men’s League history and fee payments and advise at next board meeting- Start Change Management sub-committee – Frank, Michelle, Eliza |