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**Board Directors**

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| Lawrence Kumar – President  Sat Gill – Vice President  Frank Kusmer – Secretary  Craig Watson – Treasurer  Rhys Green – Operations Director -absent  Peter Upper – Men’s League Director  Mike Hopkins – Membership Director | Michelle Sing – Women’s League Director  Nick Lee – Tournament Director  Gary Sutherland – Junior Development Director  Eliza Haight – Club Manager  Vacant – Social Director  Vacant – Director at Large |

* **Call to Order** – Lawrence
* **Approval of Past Meeting Minutes** 
  + Approved minutes from Oct 14, 2020
* **General Board Items** – Lawrence
  + **Capital Grant** – No call received, so we assume we are not successful. We can apply next year.
  + **Weekday Mornings prime/non-prime** - Having prime hours on early weekday mornings may be pushing people into afternoons. The 2019 survey had some support for changing them to non-prime. After discussion, a motion to change them now to non-prime was passed.
  + **Guest Limit** – It was agreed to keep the rules for playing as a guest to 3x/month for now.
  + **AGM Planning** – All set and the system was tested for a virtual AGM via Zoom Nov 25th.
* **Financials** – Craig
* Reviewed a draft of financial statements for the year ending Aug 31 – accepted as final.
* We are about $200k short of our $800k target for the bubble (given we should be able to re-use our current furnace which saves about $100k off the $900k estimate).
* Revenues up $12k due to new member fees and public rentals; Expenses down by $17k, partly due to staff laid off from Covid; Emergency subsidy received for $13k.
* GIC’s maturing in 2023, and if we need them sooner we lose interest only.
* **Communications Update** – Michelle
* Nothing strategic for now; Addressing 2 open board positions in AGM communications.
* **Membership** – Mike
* Holding at 274 for now (we had 290 last year which was high)
* 55% of our current members are from Burnaby
* Eliza to expand Jegy to add 6am – 8am court times in system
* **Coaching Model** – Nick, Frank, Peter
* Recommend we do not allow coaches to trade times – must stay within their current court time allocations – agreed
* Coaches will meet parents outside and escort minors into bubble with masks on
* Parents not allowed on court unless child is under 5; must wear mask and stay at bench; no parent waiting in annex (can use car or clubhouse or outside for waiting).
* **Operations Management** – Eliza
* A camera video system for inside bubble was discussed; We must wait for fibre optics to be installed by Burnaby and we can’t run our own cables (was supposed to be done in 2019).
  + Bubble operation ok for now.
  + Furnace and New Backup Generator are now finally working properly and all work has been completed including the required trench.
* **Next Meeting Dates – AGM Nov 25, 2020; Dec 9, 2020**
* **Adjournment**

**To-Do List**

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| Lawrence | - AGM preparation |
| Sat | - |
| Craig | - |
| Frank | - |
| Michelle | - |
| Rhys | - |
| Peter | - |
| Mike | - |
| Nick | - |
| Gary | - |
| Eliza | - Expand Jegy to add 6am – 8am court times in system |
| All | - |