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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  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  Barb Crowley – Social Director  Jas Khera – Director at Large  Eliza Haight – Club Manager |

* **Call to Order** – Lawrence
* **Approval of Past Meeting Minutes** 
  + Approved minutes from Nov 4 & 18, 2020
* **General Board Items** – Lawrence
  + **Board Members** – A warm welcome to Barb and Jas as new board members.
  + **AGM** – Received good feedback from a number of members. For future AGM’s we may try to have both in-person plus on-line attendance via Zoom. Frank to investigate options under our constitution, and if it needs modernizing, with our legal counsel and report back.
  + **Board Dinner** – It was agreed to pass on dinner this year and send gift cards instead as recognition.
  + **Jegy** – System was corrupted by last rules changes. Had to revert to last version in system and will manually enforce some rules for rest of season. We will do a members survey in early 2021 and look for ways to simplify and improve booking rules, including looking at what other clubs using Jegy are doing. Rules committee (Mike, Lawrence, Nick, Barb, Eliza) will coordinate the survey and evaluate options for any rules changes for next season. Given our different membership categories and users our rules requirements can be more complex.
  + **Covid Developments** – Closed for a 1.5 days after last event. All players present when the infected player was playing were notified. Discussion led to the following decisions:
    - 1. The trigger for a shutdown and cleaning will be 2 or more individuals getting infected within 2 weeks or less through transmission that is likely connected,
      2. Cleaning entire facility (using a professional company) may be able to take place quickly overnight to avoid a shutdown; this cleaning is fast and inexpensive, and Eliza will pre-schedule periodic cleaning once a month or as needed to help avoid unplanned closures.
      3. We must continue to advise everyone who were present when anyone infected played,
      4. Staff to reinforce all the Covid rules better,
      5. We will keep the curtain for now, as it likely has more advantages than disadvantages,
      6. Cameras – Eliza to investigate options for live circuit cameras to be installed to improve staff monitoring, safety, and rules enforcement.
* **Operations Management** – Eliza
  + Covid adherence issues – Players are not always disinfecting benches, but most are being respectful. Constant reminders are needed.
  + Bubble operations status – Vacated properly due to power outage recently. Holes in nets repaired today. Court 6 still needs repair. Courts 3 & 4 have new nets. Holiday hours will be posted.
* **Coaching Model** – Nick, Frank, Peter
* All 4 coaches were asked for feedback – all felt Covid protocols and proper and well implemented
* Simon asked for extra time Tuesday mornings, granted as temporary subject to Eliza’s approval
* **Financials** – Craig
* October financials in and are on track – no variances to discuss
* Coaching revenue – Target for 2020/2021 in budget is $3k/month. November was $5k. Seems we should exceed our target by a wide margin. Concerns were discussed over proper accounting of BTC fees and Eliza and Craig will review the numbers and advise next meeting, as the November number should be higher.
* Eliza was recognized for all the extra work being done to record and manage the coaching fees for all coaches and BTC court fees. The Jegy system has complicated things and manual tracking is needed. A small year-end bonus was approved as recognition.
* **FortisBC Gas Project** – Mike
* Gas line upgrades are being done for areas fed by the old line over the Patullo bridge, which is being replaced soon. The potential new route is along Sperling near BTC, which may cause some nearby streets to be blocked off at times. More updates available next year.
* **Two hour 24hr bookings** – Jas
* Discussed and for now we will leave this as is, and not allow this on two separate courts. To be reviewed by rules committee.
* **Next Meeting Dates – Jan 13, 2021**
* **Adjournment**

**To-Do List**

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| Lawrence | - Help develop and implement survey on rules updates and options. |
| Sat | - |
| Craig | - Review accounting of BTC coaching court fees and advise next meeting. |
| Frank | - For future AGM’s can we have both in-person plus on-line attendance via Zoom? Investigate with our legal counsel. |
| Michelle | - |
| Barb | - Help develop and implement survey on rules updates and options. |
| Jas | - |
| Rhys | - |
| Peter | - |
| Mike | - Help develop and implement survey on rules updates and options. |
| Nick | - Help develop and implement survey on rules updates and options. |
| Gary | - |
| Eliza | - Review accounting of BTC coaching court fees and advise next meeting.  - Expand Jegy to add 6am – 8am court times in system.  - Deal with Jegy to resolve issues with coaching hours and court fee tracking.  - Help develop and implement survey on rules updates and options. |
| All | - |