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

* **Call to Order** – Lawrence
* **Approval of Past Meeting Minutes** 
  + Approved minutes with changes from Jan 13, 2021
* **General Board Items** – Lawrence
  + **Video camera system** – Too late to install this season; Eliza will assess alternatives and costs for next indoor season’s start.
  + **Tennis Canada** – Has been informed, as well as City of Burnaby, that we formed a bubble replacement committee. TC is pursuing a scaled down idea for TC courts just south of BTC (4-6 bubble covered courts). This would not be a permanent facility. We will proceed with our committee and keep them advised. Burnaby in general likes the idea of increasing the number of covered courts in winter.

* **Financials** – Craig
* Revenues are around $250k, $35k over budget. Expenses $12.5k under budget. Court 1 and coaching revenues are high and $45k over budget as a gross surplus.
* **Bringing Matters to Board** – Sat
  + Adopted from last meeting notes. Key takeaways are: professionalism; support of final board decisions; act in best interest of BTC; bring all major items or material changes to board; avoid email responses to director reports (bring thoughts directly to board meeting).
* **Rules Update** – Mike

a) Rules

* + Rules Committee is reviewing rules of other clubs to try and simplify ours.
  + We have member feedback in past surveys and from BTC staff now; as this is an unusual year not representative of a post-Covid season, a survey is not recommended for now.
  + BTC’s rules are similar to other clubs to maintain fair access to court time.
  + Pursuing a communication on rules to improve awareness.
  + Will review current rules to determine those recommended for next indoor season.

b) 2021 Summer Membership – Due to increasing demand for outdoor court time, as experienced last summer, it was agreed to suspend the BTC summer only membership, which in past years was $115. It was approved to stay with a league only membership of $60 if leagues go forward, e.g. women’s open league, as court usage is minimal.

c) Court 6 Mondays – Due to low usage by coaches on Mondays, it was agreed Eliza will open Court 6 for advance indoor bookings from 8am to 4pm for the rest of the indoor season. Eliza will coordinate details with the coaches and update the website.

* **Coaching** – Frank
  + We have re-balanced usage on Court 6 due to low coach usage (Mon 9am-12 allocated back to members); Tues 3-4pm and & Fri 2-4pm moved from Uros to Jack.
  + Coaching Model Evaluation – It was agreed BTC will stay for now with the current coaching model and we will not return to a head pro model. Coaches have positive feedback, are motivated and we are correctly priced to motivate coaches while increasing our revenues and savings for a new bubble.
  + Summer coaching – Summer programs earn BTC the most revenue (such as the Jr Kids Program where fees are $250-$360 per attendee for a 4 day program) and we have lots of interest from coaches for summer court access. The Coaching Committee is pursuing allocating coaching summer court times based on the merits of each proposal and coach experience levels. We are also pursing getting courts allocated for our coaching on the back outdoor courts with Burnaby.
* **Operations Management** – Eliza
  + Jegy system changes – now fixed to handle coaching fees for 2+ on court – but this still needs to be tracked carefully and it is complex.
  + Coaching court fee calculations are now accurate.
  + Keypad for bubble entrance was changed.
  + BTC directors may attend a committee regarding the nearby Emergency Response Centre for the homeless.
  + Eliza will get Lawrence the BTC usage stats by community for the tax exemption file.
* **Next Meeting Date – Mar 10, 2021**
* **Adjournment**

**To-Do List**

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| --- | --- |
| Lawrence | - |
| Sat | - |
| Craig | - |
| Frank | - |
| Michelle | - |
| Barb | - |
| Jas | - |
| Rhys | - |
| Peter | - |
| Mike | - |
| Nick | - |
| Gary | - |
| Eliza | - Eliza will get LK the BTC usage stats by community for the tax exemption file.  - Eliza will assess video alternatives and costs for next indoor season’s start. |
| All | - |