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 **Board Directors**

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| Lawrence Kumar – President Sat Gill – Vice President Frank Kusmer – SecretaryCraig Watson – Treasurer Gary Sutherland – Operations Director (absent)Peter Upper – Men’s League Director (absent)Mike Hopkins – Membership Director | Michelle Sing – Women’s League Director Nick Lee – Tournament DirectorBarb Crowley – Social DirectorJas Khera – Director at Large (absent)Jacquie Breadon – Junior Development Director Eliza Haight – Club Manager  |

* **Call to Order** – Lawrence
* **Approval of Past Meeting Minutes**
	+ Approved minutes from June 9, 2021
* **General Board Items** – Lawrence
	+ **BC Gaming Capital Grant Application** – We applied for a grant of $147,000.
	+ **Bubble Replacement Status** – We are awaiting a quote on grade-beam concrete work and then the committee will meet. Key documents are in GoogleDrive.
* **Financials** – Craig
* June 2021 Results: Surplus $120.2k vs $47.2k Budget, $73.1k above budget; largely due to additional tennis court rentals and coaching court fees collected.
* Budget 2021/22: Proposed increase of dues by 3%; Adjustments made include increased coaching revenues, higher repairs & maintenance, higher bubble take-down fees, higher utilities and staff wage adjustments. Results in $91k surplus and $900K in savings by year-end. *Motion made to approve budget as presented – approved.*
* **Rules Committee** – 2021/22 Indoor Rules – Mike
	+ Recommendations for new updated booking rules were discussed.
	+ The following 3 recommendations will be tabled at the next meeting to allow further analysis:
		- * Updated Prime and Non-Prime hours
			* $30/hr guest fee for all courts at all times
			* 72hr booking required for all players in a doubles booking
	+ The following rules were reviewed and all were approved in a motion; (\*may be revised during the indoor season based on court usage):
* 270 member limit\*
* Add 1.5 hour bookings to current 1 and 2 hour bookings
* Maintain advance booking limit of 4 hours\*
* Maintain weekly booking limit of 8 hours
* Continue with 1-hour 24-hour bookings only and weekly max of 2 hours\*
* Members can bring guests twice per month (max 4 hours total) – fee $tbd/court/hour
* Members cannot play as guests\*
* Serving practice bookable 12 hours out, 1 hour only
* Ball machine bookable 12 hours out, 1 hour only ($10 per hour)
* Juniors continue to have limits on playing with other juniors (juniors can play with juniors up to 6pm weekdays and after 5pm weekends)
* Continue with name changes performed only by staff
* Remove absentee membership category
* Increase initiation fees and reduce difference between Burnaby and non-Burnaby members
* Maintain intermediate/student member category
* Increase family membership dues
* Limit pay and play to 40 players\*
* **Coaching Update** – Frank
	+ Outdoor coaching is progressing well and is busy; collecting fees is well coordinated.
	+ Coaching contracts expire Aug 31.
	+ The following recommendations were reviewed and approved in a motion:
		- * Renew coaching contracts for indoor plus outdoor season 2021/22.
			* Coaching court hours allotted based on same hours in place at end of last indoor season.
			* Indoor rate:  30% of the total coaching fee paid by the client(s) plus GST, minimum court fee of $30 per hour per court plus GST. (Applies to all coaches & Saturday Jr Dev’t). Eliza collects all fees and coordinates remitting payments to coaches (as we did this past year).
			* Outdoor summer rate: 20% of the total coaching fee paid by the client(s) plus GST, minimum court fee of $20 per hour per court plus GST. (Applies to all coaches and clinics). Coaches coordinate fee collection and are billed by Eliza; For all clinics, coaches submit revenue/expense documents for billing calculations to Eliza.
* **Operations Management** – Eliza
	+ Our new website development is underway. Testing will be done when the bubble is going up to confirm the booking rules are working.
	+ Memberships on hold: 31 are on Covid leave; 9 for medical reasons; the priority for those wanting to return will be determined by the rules committee. Eliza will get the intention of all people with a membership on hold soon and advise the rules committee.
	+ Key dates: Last day of outdoor bookings is Sept 1st; Bubble up Sept 2nd; Lights etc start install Sept 3rd; targeting Sept 9th for opening indoor bookings.
	+ Thursday social doubles has low participation since last year and into this summer. Eliza will follow the signup format the same as for competitive doubles.
	+ Our clubhouse deck is closed now as it gets assessed for repairs.
	+ Indoor events using clubhouse are ok now as coordinated by Eliza.
* **Next Meeting Date – August 11, 2021**
* **Adjournment**

**To-Do List**

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| Lawrence | - Updates on bubble replacement -  |
| Sat  | -  |
| Craig  | -  |
| Frank | -  |
| Michelle | -  |
| Barb  | -  |
| Jas  | - |
| Jacquie | -  |
| Peter | - |
| Mike | -  |
| Nick  | -  |
| Gary  | - Oversee a project to replace the deck railings, and possibly the vinyl decking- Address outdoor lighting improvements and garbage bin placement with Burnaby |
| Eliza | - Get intention to renew from all memberships on hold. - Address outdoor lighting improvements and garbage bin placement with Burnaby- Assess video alternatives and costs for next indoor season’s start |
| All  | - |