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**Board Directors**

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| Lawrence Kumar – President  Sat Gill – Vice President  Frank Kusmer – Secretary  Craig Watson – Treasurer  Gary Sutherland – Operations Director  Peter Upper – Men’s League Director  Greg Rash – Membership Director | Michelle Sing – Women’s League Director  Nick Lee – Tournament Director  Barb Crowley – Social Director  Jas Khera – Director at Large  Jacquie Breadon – Junior Development Director  Eliza Haight – Club Manager |

* **Call to Order** – Lawrence
* **Approval of Past Meeting Minutes** 
  + Approved minutes from Nov 10, 2021 with minor changes.
* **General Board Items** – Lawrence
  + Welcome to new and renewing board members.
  + 2022 calendar reviewed. A member survey will be done in the spring. The Burnaby Open, TBC Junior Tournament and normal league play are scheduled so far, subject to TBC format modification and Covid rules.
  + Spring outdoor court access during our May grade-beam repair work is under review by Burnaby – there is no guarantee we will be granted access.
  + Bubble Replacement Project – The full scope of the project was reviewed. We are getting additional quotes for electrical work and options for lighting. BTC is within a 5yr license to use the site, and Lawrence will ask Burnaby for an early renewal for a longer term lease. Key costs based on quotes received include $524,000 (Farley dome), $135,000 (grade-beam repairs), $4,650 (grade-beam purchase), $30,000 (engineering) and $38,400 (electrical), totaling $767,204. *Motion: “Approve the Bubble Repair Project budget as presented for $767,204.” – Motion was carried unanimously.*
  + The projected financial status of BTC post Bubble Replacement Project implementation was reviewed by Craig. BTC should still be in a good financial operating position, with net 0 in the restricted fund and the general operating fund with approximately $160,000 at the end of this season. Expenses in 2022 of $330,000 are primarily covered by membership renewals, plus additional from court rentals. A motion to move $200,000 from the operating fund to the restricted fund will be considered in the coming months as project costs become firmer.

* **Tennis Canada Update** – Sat
* Sat recently visited the TC facilities at the Atlantic Tennis Centre located just outside Halifax. Opened in Nov 2020, it is similar to what is being proposed (long term) for Burnaby with 6 indoor hard courts, 6 indoor clay courts (all in a bubble like ours), 6 outdoor hard courts and 3 outdoor pickle ball courts. It adds to the Tennis Canada family of Toronto, Montreal and Calgary. A great facility, with perfect courts, a small work out/ warm up area and viewing spots above.
* As for the building of these National Centre's, Halifax is the only one that was built at/on an existing club. This club was private and is now run by Nova Scotia Tennis. For all the other centres TC helps get funding, they build the centres and then let others run them (some have a TC member on the board).
* Phase I of the Pacific Tennis Centre is their highest priority. Nothing firm has been committed as they are still seeking major financing. The scope has been reduced to a bubble near BTC. Their main focus is their "cover courts" program, which is what they are proposing here with Phase I.
* **Financials** – Craig
* Total revenues to Dec 2021 are up $43k vs the budget, due to surpluses from coaching and pay n’ play. Expenses are slightly higher than budget by $3.5k.
* **Operations Management** – Eliza
  + 6am openings are going well so far for weekends, and Friday 6am openings just started.
  + SFU was approved to use the courts Fridays from 6am to 8am, and Tuesdays 10pm to midnight.
  + Three new staff started in the office: Anita G, Megan U and Joseph M.
  + Safety procedures are in place for the last staff locking up so they leave with other members.
  + Water leaks into the bubble were dealt with using dam bags during heavy rain/snow melt.
  + No Covid cases reported. We are still in line with PHO Covid safety requirements including updated signage.
  + Tennis Canada is exploring securing practice courts for an April event. Eliza getting more info.
* **Junior Development** – Jacquie
  + The program is going well. Exploring setting up junior mentors.
  + Will explore ways to possibly support court time for past junior members returning home from college/university during mid-term breaks, usually for 3 weeks or so, if their family are still BTC members.
* **Rules Committee** – Barb
* The committee recommends a small change to prime hours. *Motion: “Change the 10pm to 11pm time slots (including 10pm to 12 midnight Tuesdays) from prime to non-prime.” – Motion was carried unanimously.*
* **Next Meeting Dates – Feb 9, 2022**
* **Adjournment**

**To-Do List**

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| Lawrence | - Updates on bubble replacement  - |
| Sat | - |
| Craig | - |
| Frank | - |
| Michelle | - Program Review Committee |
| Barb | - |
| Jas | - Program Review Committee |
| Jacquie | - Program Review Committee  - |
| Peter | - Program Review Committee |
| Greg | - Program Review Committee |
| Nick | - |
| Gary | - |
| Eliza | - Monitor 6-8am early morning usage and develop recommendations  - Credit card processing fee recommendations  - Assess video alternatives inside bubble and costs |
| All | - |