****

**Board Directors**

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

* **Call to Order** – 6:00pm – Lawrence

* **Approval of Past Meeting Minutes** 
  + Approved minutes from Aug 9, 2023.
* **General Board Items** – Lawrence
  + Civic Outreach – reminder to declare any stakeholder interactions. Lawrence – none in past month. Will update civic contact list for discussion and send out.
  + Long Term Capital Asset Plan: In progress - carried forward.
  + AGM – 2 months away. Those with terms expiring - Please re-confirm if your intention is to run again (Lawrence, Sat, Craig, Gary, Jacquie, Greg).
* **Financials** – Craig
  + Revised 2023-24 Budget – *Motion: Apply actual approved dues rates to previous approved budget. – motion for revised budget approved.*
  + August 2023 Results: Surplus $139.9k vs $130.3k Budget, $9.6k above budget:
* Revenues $600k vs. 491k Budget, $108.7k above budget: Coaching Court Rental +38k; Tennis Court Fees +20k; Burnaby Open +18k (net results were $23K); Interest +8k.
* Expenses $460k vs. $361k we are $99k above budget: Amortization +55k; Fortis +15k; Repairs Clubhouse +15k; Club Supplies +6k; Office Supplies +5k.
  + Will have accountants do audit now.
* **Custom System** – Greg
  + Phase-I – done and paid
  + Phase-II – design is completed and development in progress. Back-end 40% done, Front-end 90% done.
  + Testing booking rules week of Sept 25th. Stand-alone version is still to be tested.
  + Schedule is 3-4 weeks behind; Quality very good.
* **Rules Committee** – Greg
  + Family Membership Definition – *Motion: Accept definition as presented – passes.*
* An immediate family group of up to 4 – either 1 adult and up to 3 children or 2 adults and up to 2 children. Children are defined as under 18 years old and are designated as juniors.
  + Strategic Initiatives Committee - will send ideas to board around Sept 20th for feedback and review at next board meeting.
  + Policy Exception Requests: *Motion – Approve updated policy with changes as presented. – motion passes.*
    - * New policy: *Each year, the Board of Directors may consider applications for a special exemption, which would allow former junior members who return to the Lower Mainland after pursuing their academic post-secondary studies, the opportunity to join as a member of the Burnaby Tennis Club.*
  + Updated definition of BTC Registration Priority Order – as approved by Board via e-mail on Aug 25, 2023:
    - * *Each year the Burnaby Tennis Club accepts registration for membership based on the following priority order:   
        Returning Annual Members registered during the previous Winter Season  
        Absent Annual Members due to injury / illness from previous Winter Season  
        Waitlist players from the previous Winter Season based on the following criteria:  
        1 - 80% from Burnaby  
        2 - Family Member* ***\**** *(includes either a spouse or a junior child)  
        3 - Junior  
        4 - Women  
        5 - Whoever is next on the waitlist  
        6 - 20% from outside of Burnaby  
        7 - Family Member \* (includes either a spouse or a junior child)  
        8 - Junior  
        9 - Women  
        10 - Whoever is next on the waitlist****\* Note*** *- cannot guarantee membership offer to all family members at the same time.*
* **Coaching Committee Update** – Frank
  + With Uros leaving we have now filled his assigned coaching hours, and have 6 coaches including three new coaches, plus Kai Schrameyer for wheelchair tennis coaching when schedules align. This provides good coverage for the available hours, many of which are historically difficult to fill, and another female coach.
    - * Sarah Kadi, Club Pro-3. (11hrs/week).
      * Steve Tseng, Club Pro-2. (13hrs/week, plus 11hrs/week when Sarah is away)
      * Dimitrije Vukovic, Club Pro-1 (9hrs/week)
* **Operations** – Eliza – carried forward
* **Facilities** – Gary – reviewed his email update
  + Stair well had 2 step mouldings to be repaired. – Fixed
  + New curtain from annex to court 6 to be installed with bubble up.
  + Having secure protection covers made for bubble outside wiring ( Lights). Homeless people already interfered.
* **Jr Tennis** – Jacquie
  + Jason and Owen – some travel expenses were approved for reimbursement under our junior funding policy
* **Socials** – Barb
  + Reviewed a draft Thursday Night Social’s schedule
  + Exploring ideas for Merchandise with BTC Club Logo. Current logo is hard to print. Received approval to review and present options for a new logo. Frank will assist.
* **Next Meeting Date** – Oct 11, 2023 (In person - Clubhouse)
* **Adjournment**