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**Board Directors**

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| Lawrence Kumar – President  Sat Gill – Vice President  Frank Kusmer – Secretary  Craig Watson – Treasurer (Absent)  Gary Sutherland – Operations Director  Michelle Sing –Women’s League Director  Greg Rash – Membership Director (Absent) | 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  Eliza Haight – Club Manager |

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

* **Approval of Past Meeting Minutes** 
  + Approved minutes from Sept 13, 2023.
* **General Board Items** – Lawrence
  + Signed contract with Burnaby for court usage for the bubble.
  + Eliza will send to the board a link to Burnaby’s Drug & Alcohol Use Policy.
  + Receive a BC Hydro rebate for $15,000; Our new lighting is saving $1,000/month.
  + AGM – Set for Wed, Nov 15th as a virtual meeting; All 6 directors with terms expiring are renewing (Lawrence, Sat, Craig, Gary, Jacquie, Greg).
  + Eliza will book the annual dinner in January and send a notice on the date/time.
* **Financials** – Lawrence for Craig
  + Books are still with the auditors.
  + For Sept 2023, the first month of our new fiscal year:
    - * Net Income $9.8k vs $17.5k; $7.7k below budget
      * Revenues $27.1k vs. $33.0k; $5.9k below budget
      * Expenses $17.4k vs. $15.6k; $1.8k above budget
* **Membership & Rules Committee** – Michelle, Eliza
  + Strategic Initiatives (Michelle) – Key principles have been accepted by the board as noted in the document sent previously; The steering committee is dissolved.

Three priorities are identified and new committee’s will be formed, select a chair, expand on work completed and provide an update at the January board meeting:

* + - 1. Government Relations – committee is Gary, Frank, Jacquie, Nick (develop strategies on who, why, what; clear messaging on how we differ from Tennis BC, other clubs and the value we add to the community)
      2. Partnership Development – committee is Lawrence, Sat, Craig, Nick (choose 1-3 key partners; benefits to BTC members & Burnaby residents; day for public in summer; open house)
      3. Communication & Membership Engagement – committee is Barb, Greg, Michelle, Brian, Jacquie (talking points needed for consistency; benefits to members and community; at least quarterly messaging; governance manual & volunteer operations guide needed; create Google Drive or similar for board working documents)
    - Membership Update (Eliza) – Now at maximum 275 (3 medical leave returns, 26 spots opened). Six juniors did not renew. Some families chose to forgo their membership as their children did not play much; Waitlist link now posted on website under Membership; Updating the waitlist registration was challenging, involving manual sorting into chronological order and ‘order of acceptance’; Rules Committee is to review the application of the new membership policy for accuracy.
    - New Booking System Development (Eliza) – all is going well; slightly behind schedule; quality is high. Tentatively scheduled for roll-out after the current indoor bubble season ends.
* **Operations** – Eliza
  + Bubble set-up delayed 2-3 days due to rain.
  + Coaches Steve & Dimitrije are off to a great start. Sarah will be away until October 20; New coach information and details are now posted on the website.
  + Painted office walls; Old junk removed from annex & fenced in area (full day of work removing 700 cubic feet of ‘junk’); Replaced older office computers and monitors.
  + All office staff coming back from last year. Also returning are David Yang (past club manager), Luka Chen, & new addition Daniel Chen (also a coach working with Jack).
  + Bubble will be cleaned 4 times a week to deal with increased ball fluff noticed last year (the increase was mostly due to the efficiency of the new bubble retaining air).
* **Facilities** – Gary
  + We will clean courts prior to installing next year and use plastic to cover the courts to keep the bubble surface cleaner; Gary will investigate options.
* **Jr Tennis** – Jacquie
  + Lost 8 juniors, 2 aged out, 6 dropped family membership.
  + Received $5,000 grant from Tennis Canada for Girls Programming to be used in 2023. Met with Sarah to plan; Planning a mid-November start using 1 court 3-4 weeks in a row; BTC will be renumerated for court time; Will do press release.
* **Socials** – Barb
  + Reviewed Thursday Night Social’s schedule
  + Exploring ideas with graphic designer for BTC Club logo change – Frank will assist.
* **Next Meeting Date** – Dec 13 (AGM is Nov 15) - Zoom
* **Adjournment**

Ongoing Action Items

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| Lawrence | - |
| Eliza | - Send to the board a link to Burnaby’s Drug & Alcohol Use Policy  - Assess video alternatives inside new bubble and costs  - Create update for members about new booking system development |
| Sat | - |
| Craig | - Final version of audited statements |
| Frank | - Logo change ideas |
| Michelle | - |
| Barb | - Logo change ideas |
| Jas | - |
| Jacquie | - Girls Programming to be completed in 2023 to receive grant |
| Brian | - |
| Greg | - New booking system development |
| Nick | - |
| Gary | - Explore options for using plastic to keep bubble clean and avoid scratching during take-down & set-up |
| All | - Begin work on Strategic Initiatives committees; Present at January board meeting |