

**Balboa Tennis Club Board of Directors Meeting Minutes  
January 21, 2025**

**Meeting called to order at 6:39 p.m. by President Gary Smith in the Balboa Tennis Clubhouse.**

**Attendees: Gary Smith, Angie Crawford, Charles Hamori, Mario Suarez, Michael Massaro and Colleen Clery Ferrell.**

**Approve Minutes and Vote on Board Member Absences - A motion was made by Charles and seconded by Angie to approve the December 2024 Board Meeting Minutes and approve the absences of Maegen Demko and Andrew Macfarlane. MMSC**

**Guest Speaker - none**

**President's Comments - (Gary Smith)**

- He is excited about the new Board working together as a unit. Gary introduced Michael Massaro, who is the newest board member - "I am happy to be here to continue the improvement of BTC. I can't wait to see what this experience is about."
- **Board Officer Positions:** President - Gary Smith, Vice President - Andrew Macfarlane, Secretary - Maegen Demko, Treasurer - Mario Suarez - A motion was made by Charles to accept the 2025-2026 Board Officers and seconded by Angie - MMSC
- **Board Positions - Appointed by President Gary Smith**
  1. Parliamentarian - Charles Hamori
  2. Facilities - Angie Crawford
  3. Ethics - Angie Crawford
  4. Activities - Michael Massaro
  5. Employment and Personnel - Andrew Macfarlane
  6. Budget and Finance - Charles Hamori
  7. Special Projects - Mario Suarez
  8. Leases - Andrew Macfarlane
  9. Youth - Michael Massaro
  10. Election - Maegen

## **Club Director's Report (Colleen Clery Ferrell)**

- A. Pat Mason's Birthday Party - Long time member and Club volunteer is requesting to hold her 90th birthday party at BTC in August. Pat has agreed to use Route 6 Cafe for food. A motion was made by Mario to approve the party and seconded by Charles. MMSC**
- B. League Play at BTC during evening prime time - Angie requested a league match makeup during weekly evening prime time at BTC. Leagues have not been scheduled during this time period due to peak activity for several years. Charles suggested allowing makeups such as this one requested by Angie's league team to be accepted on an ad hoc basis moving forward.**
- C. Membership Total - 1,682**
- D. Waiting List: 117**
- E. Court Usage: 69%**

## **Committee Reports**

- A. Budget and Finance (Colleen)**
  - The Club has \$242,422 in the bank at year end with \$125,849 in CDs. For the month of December, daily permits were up due to the nice weather all month. Memberships were steady. Total income for December is close to 2023 at \$51,701. December expenses included plumbing work in the restrooms and lighting upgrades to the entrance of the Club. Utilities were -\$10,000 as compared to 2023 due to dropping the CCA electrical program and staying with SDG&E for all electrical needs. Overall the Club ended the year with a positive gain of \$784 for the month as compared to -\$1,357 in 2023. YTD, court rental, daily permits and memberships all finished higher in 2024 than last year with overall income at \$719,000. Court expenses for nets and headbands increased, as did the general liability insurance - +\$15,000. Savings for the year in utilities - \$30,000 - enabled overall income to finish at \$111,000, which is \$71,000 higher than 2023. Budget to Actual for 2024 was \$45,000 over predictions for 2024 mostly due to membership. The unexpected increase in the insurance policy was offset by the savings on the utility bill. The Club was budgeted to net**

**\$49,000, yet instead finished at \$111,000. The 2025 budget was presented to the Board and approved with one change to increase the insurance to \$30,000 due an overall prediction of higher fees in the state of California. A motion to approve the 2025 budget was made by Charles and seconded by Mario - MMSC**

**B. Facilities**

- **Ladies Restroom - Instead of overhauling the entire plumbing system, the current leaks were addressed by fixing the men's urinal and one of the toilets in the ladies room.**
- **Court Washing - With no rain to help push the dirt off the courts for the past 6 months, court washing has been scheduled.**

**C. Constitution and Bylaws - none**

**D. Employment and Personnel - none**

**E. Ethics - none**

**Contract and Lease**

- **Route 6 Cafe - A furniture remodel is scheduled for Feb/March 2025.**
- **HJKventure - Tennis Director Hiromi Sasano sent an email to the Board with a recap of her overall operation from a fiscal standpoint. Her programs and participation numbers have increased exponentially. She also explained about her Dream Team HJK Tennis - a 501c3 non profit she recently started. Hiromi would like Board support to hold one or two fundraisers/round robin tournaments. These events would raise funds for low income players who need financial support. The Board approved one fundraiser to start, yet they would like to see some numbers first. There needs to be a specific plan in order before final approval.**

**Unfinished Business**

- **Security Lights - The Club electrician has been dealing with personal issues and unable to finish the increased lighting project for the stadium area.**

- **New BTC Website for 2025** - This is a project for the upcoming months to be spearheaded by Maegen Demko.

### **New Business**

- **Clubhouse Chair Upholstery** - The Board decided that re-covering the chairs would be equivalent in many cases to purchasing new chairs. The Club Director will do additional research.
- **Divider Fencing Between Courts** - Mario was approached by some members wondering if chain link fencing could be installed between the courts as a deterrent to balls going on adjacent courts. The board denied the request citing cost and risk of injury to players.

**Adjournment** - 7:46 p.m - The next meeting is February 18, 2025  
**Executive Session** - to follow regarding member termination