

## **Balboa Tennis Club Board of Directors Meeting – July 20, 2010**

**Meeting called to order at 7:00 p.m.**

**Attendees:** Jim Winters, Melinda Murray, Roxanne Drees, Ruth Nutt, Dwight Van Slyke, Colleen Clery Ferrell, Spike Lowndes, Geoff Griffin and Jerry Bischoff were present. Robin Rodger, Richard Barndt, Peter Conneely, and Karen Houston were absent. The Board voted unanimously to approve the absences and the minutes from June's meeting.

**Member/Guest Presentations:** Ken Banqued and Alex Joy gave a presentation to the Board.

**President's Comment's:** A Lighting Proposal for the lower six courts was submitted to the Board by the President. The estimate for the lights is \$116K. Since fund raising efforts have not been overly successful (slightly more than \$7K) the proposal requests using a portion our savings to fund the difference. To do so, the Board must waive the requirement of maintaining a \$100K minimum for our savings balance and reducing it to \$50K. (Colleen mentioned that Club CPA Joe Campbell "feels that a \$50K reserve is sufficient.") Current balance is \$170K. Concerns were raised about going too far/too fast. After discussion, a motion was made and approved unanimously to proceed with the Lighting Proposal to the extent that Jerry would coordinate the engineering fees proposals, city approval, and getting bids for the work.

### **Treasurer's Report:**

Next Budget Review meeting will take place in August. Estimate 1-2 hours. If interested in attending, let Roxanne know.

Roxanne took us through the numbers. Expenses were up compared to last year, but not alarmingly so, and most items were in the budget. Bottom line YTD vs. Budget: income is \$8700 more than anticipated, and expenses are \$960 more than expected. Additionally, we have \$7600 in our Lower Court Lighting fund.

### **Financial breakdown:**

**June 2010 vs. June 2009:** Income -Backing out the Lower Court Lighting fund donations (\$5120), total income is \$3600 less than last June. Court rentals are up \$1100, but Daily permits are down \$680. Memberships are down almost \$2300. Expenses are up almost \$4800. Payroll is up \$1000; computer (renew quick book) up \$200; Facilities up \$1000 (replaced three windows in club house); Janitorial costs up almost \$400 (used port-a-potties this time last year during bathroom renovation); Printing (new rosters - every 2 years) up almost \$2300; TV up \$100 (didn't have Satellite last year);

**2010 YTD vs. 2009 YTD** has Total Income \$9515 to the good, but it includes \$7620 in donations to the Lower Court Lighting fund. Backing out that number, we are still almost \$1900 better than last year, with an increase Court Rentals getting almost all the credit. Expenses were up roughly \$6900 compared to last year this time. Major contributing factors: payroll increased \$4800; Attorney fees were \$700 (to review movie contract); Accounting up \$600 (first pay raise for accountant in many years); Bank Charges are \$1000 more (charge for accepting credit cards, which we didn't do last year); and \$2200 for Printing (new rosters, done every two years). While some areas showed increases, others decreased: \$1300 saved by reducing newsletter printing distribution, plus \$350 related savings in postage for not mailing the newsletters; and \$200 decrease in phone expenses, due to Colleen re-negotiating our contract.

### **Tennis Director's Report:**

Junior and Adult Tournaments starting end of July. Large draws for both so far. Accepting late entries has become much easier now that we are accepting credit card charges. Social tennis at BTC with the 18 Aussie teenagers (playing at Barnes tournament) went well. The Pro Shop is 80% done on its quest to make it more "retail-friendly." Summer camps for juniors are ongoing. Last meeting the Board voted to give Geoff \$400 to buy a shed for court #1 to store the equipment for the Junior Program. He bought one for \$270 and could use another shed. Board voted unanimously to fund a second shed.

### **Club Director's Report:**

National Open Recap - The Tournament was very successful. \$1000 of sponsorship money went to painting stadium walls, donated by Beckey Smiser.

SDG&E Bill - The \$1K variation between May and June is due to peak summer rates. The June bill has all peak days, while May had only 17 peak days.

\$75K CD maturing September 8, 2010 - It will not be renewed, but will be put into existing liquid savings account, pending further lower court lighting project decisions.

Access Challenges - Totals for membership (currently 1489) were incomplete last month due to problems with Access. Specialist in LA was found and problem fixed via e-mail.

Sometime in the evening of 7/18, early morning 7/19, someone sawed off the table in the middle of the two benches adjacent to Reservation office. The table was donated by Kirk Lorraine, and had a plaque titled, "For the Love of the Game."

**Tennis Cafe:** None

## Committee Reports

- A. **Facilities** - None.
- B. **Constitution and By-laws** – None
- C. **Contract and Lease** – Waiting for signed copy from the city. The permit should be coming soon.
- D. **Employment and Personnel** – None
- E. **Newsletter Deadline** – Past deadline. Issue due out soon.
- F. **Ethics** – None
- G. **Youth Program** – None.
- H. **Activities** – None.
- I. **Special Projects** - None
- J. **Web Site Updating.** -None.

## Unfinished Business:

- 1) **Revised Trailer Plan:** Last meeting, Jerry suggested purchasing a trailer to be utilized as a central command post during tournaments and placing it on the grass between the Reservations and the Pro shop. This would save a tremendous amount of set up time each day. The trailer could be locked (and secured to the ground so it wouldn't be stolen). The idea was put on hold after an alternate suggestion to use the Clubhouse as the headquarters was made. Geoff was going to see how it worked out for the next tournament and then we would re-visit the issue.

The tournament staff coordinator (Carole Bunker) wasn't enthused with the idea of running the tournament out of the Clubhouse (limited visibility, reduced access....).

Jerry has come up with another suggestion: adding a small addition to the Reservations building. Cost estimate of \$8K is for a shed building kit, approximately 12' x 8', and not attached to the Reservation Building. An optimum sized attachment to the Reservation Building, say 16' x 8', would cost perhaps \$20,000, as it would have to meet all code and City regulations, etc. The Board deferred action/decision and will invite the tournament staff director to the next meeting to hear her thoughts/ideas.

- 2) **Brick Fundraiser:** We currently have \$7620 in our Lower Court Lighting Fund. Additional money is required to complete the lighting project. The question is: Where/how to get the additional funds? Barnes Tennis Center sold bricks which were imprinted with donors' names and line the entrance to the tennis facility. There is also a list of donors' names on the entry wall. Apparently the idea of selling bricks had been brought up previously, but shelved until a later date. With the Lower Court Lighting proposal now on the table, the Board decided now is a good time to revisit the issue. Specifics for selling bricks will be brought to the August board meeting.

### **New Business:**

- 1) **High School teams playing at BTC:** Currently, two high schools use BTC courts for their school matches. A question was asked from Jim Winters as to what is the club policy and will we allow additional schools to use our facility? Jim is the Athletic Director at Samuel Gompers High School and he would like his team to be allowed to play 8 matches at BTC. As far as policy, we have allowed Our Lady of Peace to use the courts in the fall and St. Augustine to play in the spring. Both teams require the players to join the club and the schools pay additionally for court time. The 6pm cutoff allows all courts to be available to club members during peak hours. A motion was passed, allowing Samuel Gompers High School to use our facility for match play in the fall and spring as long as the members aren't impacted. Jim will try to schedule the matches from 3-5 p.m. if possible and utilize courts 13-18.

- 2) **President's Membership:** Past policy has been when a Club President leaves office, the club says "thank you" to the outgoing President for all her/his hard work by presenting a lifetime club membership. A suggestion was made to say "thank you" to the President upon completion of the President's initial term of office and not wait until the President resigns. There was concern this might not be proper for a non-profit organization. The issue was set aside and Richard will be asked for legal interpretation.

**Adjournment:** 8:53