

Balboa Tennis Club Board of Directors Meeting October 19, 2010

Meeting called to order at 7:02 p.m.

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

Member/Guest Presentation: M.A. Hiller is a WTT team member of the BTC-sponsored Tornados, which recently won the sectionals and are advancing to the 4.5 Nationals. She requested a \$100 donation from the club to augment the \$200 received from SDDTA, to help pay for the team registration fee of \$310. Motion made/carried.

President's Comment's: Court lighting/existing lights. History recap for new members: SDG&E has a program where it will pay up front for lighting improvements and we will pay them back based on energy savings from the updated technology/low energy induction lights. Empower Electronics has offered to give us a free trial of their lights on courts 9 and 10. If we don't like it or are in any way not satisfied with their product, they will return the light fixtures to their present condition. Motion made/carried with one opposed.

Treasurer's Report: Roxanne was absent, so Colleen reviewed the numbers with the board. Bottom line: Total assets are \$198K. Backing out \$45K for reserves and \$50K emergency fund, that leaves roughly \$100K available should we decide to proceed with the lower court lighting project. See Facilities for lower court light project update.

Budget specifics: September 2010 vs. 2009. No surprises and in line with last year. Income - court rentals up \$400, but overall \$5K less. \$2K difference in memberships levels out over the year, and the remaining \$3K difference is a 2009 one-time grant reserve from the Friends of BTC to replace our old ice machine. Expenses - overall \$575 less than last year. A few areas worth noting: The Annual Junior Fund Donation of \$1200 was made in September last year. Motion made/carried to make our annual donation. \$660 in attorney fees were spent last month for Cafe issues. \$275 more this year for updated QuickBooks software for payroll/accounting. Tournament expenses were \$1300 more this September than last, but this is more a function of when reported. (The Metro Tournament reported a profit of \$1391.) We saved close to \$1250 in utilities (SDG&E gas and electric) through better monitoring court lighting.

September 2010 YTD vs. September 2009 YTD. Income \$3K more than last year, but explained by \$7600 lighting Fund contributions, offset by \$3200 ice machine grant. Expenses are up \$7K, almost the exact amount payroll costs went up. Expense items of note: \$1500 more in bank charges due to accepting credit cards, \$1250 more in court maintenance, due in part to having to replace a net post on court #11. Facility expense is up \$2600. The reasons for the higher facility expense was new ball sheds on court #1, toilet and locker door repairs, and cutting a hole in court #21 to check for light conduits account for the difference. Janitorial costs are down \$1750, representing the time the bathrooms were under repair and we were using portable restrooms. Newsletter costs are down \$1K because we're not printing as many and no longer mailing them out. Payroll is up \$7100. Rosters were printed this year (done every other year) at a

cost of \$2200. \$600 was additionally spent this year for our San Diego City permit, which should be good for three years even though the official permit has yet to arrive. Dwight is scheduled to meet with City officials this coming week. Staff expenses are up \$200 for new BTC shirts. Lastly, utilities are down \$4K, due to better monitoring and utilization of court lights. Overall comparison: Net Income \$28K, \$4800 less than last YTD.

Tennis Director's Report:

1) Fed Cup - As mentioned last month, Geoff has two Fed Cup fund raisers going. The October 9 clinic wasn't quite as good as expected. The two buses of kids never materialized. None the less, \$200 was raised. His separate campaign to get Wounded Warriors tickets to the Fed Cup has been phenomenally successful. USTA National is coming through with somewhere between 60-80 tickets for the Wounded Warriors. Additionally, Geoff raised \$1100 and Pacific Athletic Club (PAC) in North County has raised \$2K for the Wounded Warriors. This money will be turned over to the Armed Forces YMCA to pay for the lunches immediately following the semi-monthly free tennis lessons at BTC. Geoff thanked everyone for their support.

2) Quick Start - Quick Start is a new USTA program for teaching young children (10 and under) how to play tennis. San Diego is one of three test cities. One of the major changes is the kids use smaller courts (and softer nerf balls). For kids 8 and under, the courts are parallel to the net, with the alleys being the baselines. Portable nets are strung down the middle. It is possible to put 6 courts one full size court. For the kids 10 and under, they use the existing nets, but the alleys and baselines are brought in, making the court significantly smaller. The USTA is considering requiring all sanctioned 10 and under tournaments to use the smaller courts with painted lines delineating the smaller court area. The lines would be a darker shade of green, visibly, but not too disruptive when the court is used for adult tennis. The USTA will pay for the cost of painting and removing, if necessary. No Board action is required at this time. The prevailing thoughts are: 1) If Barnes, San Diego's Youth Tennis focal point, doesn't go for it, then there's no reason for BTC to paint lines on the courts and 2) if we do go with the program, start with the teaching courts, courts 1-4.

3) International Tennis Federation (ITF)- The ITF is the world governing body of tennis, and controls the major international team events for all age groups, including the Davis Cup and Fed Cup. Bill Kellogg, USTA Southern California President, is interested in having San Diego host the February 2012 ITF 35-55 team competition. 21 countries will be involved. He is in the process of rounding up support and is looking for 80 tennis courts. He has made all LBTC courts available. He asked Geoff's thoughts about getting 15 BTC courts M-F 9:00-4:30, no tennis on Saturday, and Sunday afternoons from 12-4. There would be no compensation (court rental fees). Since this was not a formal request, no action is required by the board. No major discussion, but 15 courts for a month even with compensation would be a tough sell to the club members. Geoff will relay BTC Board of Director's thoughts to Bill Kellogg.

Club Director's Report:

1) Membership Freezes due to Injury - Colleen periodically receives requests to extend memberships to offset time lost due to major injuries. The Club's policy has been "Memberships are non-refundable." Colleen touched base with San Diego Tennis and Racquet Club (SDTRC) to see if they have a "Medical Leave Policy." They do. She brought a copy of their form and created a draft for BTC based on SDTRC's. Motion made/carried to adopt the form with extensions based on a 6 month minimum absence due to injury. Doctor certification required.

2) Sponsorship for nine BTC members traveling to San Antonio to participate in USTA Intersectional Championship. Historically, the Board has given players \$50 each to help offset expenses. Motion made/carried.

3) Inside Tennis Ad - The ad runs five times a year and the magazine is sent to every USTA member in Southern California. Cost is going up from \$2475 to \$2650 due to new glossy format. Minor comments about changes to the ad: \$5/day court fees; list the hours of operation; full service pro-shop (vice full Pro shop); San Diego's best tennis value; and check with Cafe to see what they would like. Motion made/carried.

4) Metro Tournament Recap - Tournament went well. \$1391 profit, due in part to keeping the entries open longer and accepting credit cards over the phone, and saving \$775 in balls by having Ken Pecus of Ascent Real Estate as a sponsor. Thank you very much for your support.

Tennis Cafe: Concessionaire permit with BTC has been terminated effective December 3, 2010. Future proprietors are planning significant overall, but are working on interim measures of selling water, soda, while renovations going on.

Committee Reports

A. Facilities

Burkett & Wong and Lopez Engineering have completed engineering documents and cost estimates. They are in the process of meeting with the City of San Diego to go through the Plan Check process, which includes Park and Recreation. At the completion and approval by the City, the engineers will turn over digitized files to BTC for our records. At that time, BTC engineering fees will be due, as well as a reimbursable amount for the Plan Check fee. Contractors will be notified to pick up plans at Mayer Blue Print to start the bidding process. *A good bidding climate may well reduce the estimated cost for the electrical and structural contracts, although the remaining costs itemized are not expected to change.

**The contingency of 5% may not be required.

Cost obligations to date:

Engineering:\$4,750
Plan Check Fees (Responsibility of BTC).....estimated.....\$ 250

Cost Estimates and BTC Estimates to complete lighting project:

*Electrical Engineer’s Estimate.....	\$76,863
*Structural Engineer’s Estimate:.....	\$27,258
Fencing: Estimated.....	\$5,000
Visionaire Lighting Poles and Fixtures, including tax.....	\$57,463
Court Surface Repair Estimate.....	\$1,500
<u>Sub Total - Estimated</u>	<u>\$173,089</u>
**5% Contingency.....	\$8,654
Total.....	\$181,743

ELECTRICAL USAGE ESTIMATES – Order of Magnitude

48 Fixtures x 1000 Watts/ Fixture = 48,000 Watts or 48 KW

Maximum exposure for lighting is calculated, my estimate, at: 180 days and 4 hours per night, or 720 hours / year

48KW x 720 = 34,560 KW hrs.

34,560 KW x 10 cents??*/ KW = \$3,456/ year in electrical costs.

Lamp replacement can occur at 5 year intervals at an estimated cost of \$100 per lamp installed or \$4,800, or \$960/ year.

Actual maintenance cost per year for lower court lighting might likely average \$4,400, which would need to be added to the working budget.

B. **Constitution and By-laws** – None

C. **Contract and Lease** – Waiting for signed copy from the city. Dwight and Colleen are hoping to meet with City of San Diego to finalize permit soon.

D. **Employment and Personnel** – None

E. **Newsletter Deadline** – Still accepting articles.

F. **Ethics** – None

G. **Youth Program** – None.

H. **Activities** – None.

I. **Special Projects** - None.

J. **Web Site Updating.** - Claudia Allen has volunteered to help with new format.

Unfinished Business:

1) Fundraiser for lower court lights: No direction on what type of donor recognition - tile, plaque, engraving, size, location, amount/award level....

When fundraising efforts do kick off, club members Brad Hasper and Rawlins Lowndes will match the first forty \$50 donations.

New Business:

1) Wounded Warriors use of open court time at Balboa? Motion made/carried No charge for Wounded Warriors to play during non-peak hours. Geoff will provide the Reservations Desk with the names of the Wounded Warriors.

2) Cancelling December Board meeting – This issue was discussed last year, but no record of decision being made. Motion made/carried.

3) Non members playing without day pass - There are two categories of abusers.
1) People who sneak on, primarily the lower courts or 11/12. 2) People whose memberships have expired and haven't renewed them. Discussion ensued on how best to enforce day passes, including posting signs. Colleen will discuss with staff at up-coming staff meeting.

Adjournment: 8:35