

Balboa Tennis Club

Board of Directors Meeting Minutes

May 20, 2014

Colleen asked the Board members to walk outside prior to the meeting to look at the potential for a windscreen with viewing on the West side of court #10.

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

Attendees: Dwight Van Slyke, Colleen Clery Ferrell, Janene Christopher, Mary Gunset, Pat Mason, Julia Gregory, Ruben Carriedo, C.T. Martin, Mark McDonough and Dan Hays were present. Gregg Ward and Peter Conneely were absent. The Board voted unanimously to approve the minutes from the April meeting and Board absences.

Member/Guest Presentation: None

President's Comments: Dwight said the toilet partitions for the bathrooms were due Thursday and the tables for the Clubhouse would be arriving next week. Men's lockers arrived Tuesday. The ladies lockers are due to arrive on the 27th. The new epoxy flooring was installed over the weekend in both restrooms. Toilet paper dispensers will be provided by vendor and installed next week. Mark made a motion, which was approved, to account for all Belinsky funds used for the clubhouse, restroom and locker room remodels prior to moving on and completing the project with the permanent tournament center.

Treasurers Report: Colleen reported on the financials for the month of April as well as YTD. With memberships and daily permits being up, monthly revenue YTD was \$16,029. Club CPA Jere Batten separated the Belinsky funds from the Club funds to show this excess on an excel spread sheet. Jere also reported that the Club requested an extension for filing annual taxes in order to research previous years. Moving forward, the Club will be up to date with current non-profit standards of reporting.

Tennis Director's Report: Geoff is busy with the Wounded Warrior Camp and unable to attend the meeting.

Club Director's Report: 1. The City owed the Club some funds from previous years. Instead of paying out the cash, they paid the Club back in tennis nets. 2. Non member complained to City about windscreens being taken down on courts 10 and 18. Dwight also encountered confrontation with same individual. Colleen was asked to speak with City liaison to find out if Club is able to keep this individual away from the Club all together, instead of just off the courts and clubhouse. 3. The Board decided cups for the ice machine would be available at the Reservations Office for members and guests. The Club is trying to encourage the members to bring their own cups. 4. A fitness/ weightlifting competition group request to rent the stadium was denied. The board decided to stay with tennis related activities in the stadium. 5. In regards to a few issues reported in the daily log for the month, the Board formalized a complaint letter format: a general warning, consequences of actions and then dismissal as a last result. Mark also requested Colleen research sick time accrual prior to the next board meeting. Presently her accumulated sick time encompasses over eight years.

Committee Reports

A. **Facilities:** Dan spoke about eight free planter containers from his complex that he would like to bring to BTC. Discussion ensued on exact location for planters. Mark summarized that the Board had confidence in Dan to find appropriate locations. The Board approved Dan obtaining eight planters and associated expenses (plants and soil) App. \$100 per planter.

B. **Constitution and By-laws:** Colleen distributed an organizational diagram with the member packets. A brief description of President's role and duties was included. Colleen will assemble Director duties and job description by July meeting.

C. **Contract and Lease:** None.

D. **Employment and Personnel:** None

E. **Newsletter Deadline:** November 2014

F. **Ethics:** None.

G. **Youth Program:** None

H. **Activities:** None.

I. **Special Projects:** None

J. **Web Site Updating:** None.

Unfinished Business:

Vendor for cafe – Vote was taken and Cardamom was selected 7-3. Dan verified tally. The Board will recommend to leagues that the Cardamom Café will be able to supply food snacks at a reasonable cost beginning in fall of 2014. The Club wants to drive more business to the Cafe.

New Business:

1. **Letter from John Rogers** regarding backboard challenges was read. Dwight said he and Jerry Bischoff did research regarding a backboard extension and due to the many branches which fall from adjacent trees in the backboard area, a change is not feasible.

2. **Member petitions and letter regarding windscreens on courts 10 and 18** – A complaint form and petition,(unverified) was submitted by BTC members Tony Perez and Dave Cadaway, along with 200 signatures which were collected in support – 100 from daytime members and 100 from night time members. The Board decided this was a significant number of members in favor of the windscreen installation A Board vote was done and windscreens will be reinstalled on court 10 and 18. Roller windows will be provided for the west side of court #10

3. **Janene requested to add on to Belinsky Report regarding lighting in the Clubhouse.**

Janene said the Board specifically requested LED lighting in the Clubhouse and Dwight put in florescent lights. Dwight said he was having trouble finding LED lights within the budget.

Janene said he should have asked the Board first before making the change. Mark suggested sequestering necessary amount of money to make conversion to LED lighting. Dwight indicated it would cost \$150 to retrofit each fixture. When the first florescent light goes out, the money dedicated to LED's will be used for complete conversion. A motion was made and approved to follow this concept of retrofitting lights with specific funds set aside.

Adjournment: 8:30 p.m.