

# Balboa Tennis Club

## Board of Directors Meeting Minutes

### September 16, 2014

Meeting called to order at 7:04 p.m.

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

**Member/Guest Presentation:** None

**President's Comments:** Dwight was unable to make the meeting due to a personal emergency. Vice President Peter Conneely conducted the meeting. Colleen mentioned that Dwight wanted to speak about the 3<sup>rd</sup> phase of the Belinsky Project which is the permanent tournament center. A motion was made and approved to wait until 2015 to plan for the tournament center.

**Treasurers Report:** Colleen recapped the month of August beginning with the balance sheet. A new category for machinery and equipment was designated to include the new sandwich table, stove, ice machine and windscreens. Bank charges were up and need to be watched for continuing increases. \$2787 was spent on the new planters organized by Dan, who received a round of applause for his efforts. Overall, the Club lost \$2993 in August. YTD, memberships and tournament income are up in 2014. With the Belinsky money taken out, Club has a net profit of \$33,000 in 2014.

**Tennis Director's Report** – Geoff spoke about the upcoming mini Wounded Warrior Camp taking place at BTC September 25-28. The organizers received a grant from the USTA, who is supplying the instructors as well. Manuela will be making food. The board approved use of the Café by Manuela. Geoff also expressed his displeasure with food items being sold at the Pro Shop. He wants to encourage the Club to either get vending machines or another Café operator. Geoff is also unhappy about lack of business at his shop and was looking for ways to get the OLP girls and Saint's players to utilize his shop. Ruben invited Geoff to attend a parent meeting at the start of his season and speak with the families about his shop. Ruben emphasizes to his players that use of the Club is a privilege. Geoff addressed liability for his staff by stating that everyone is insured by USPTA for the year. He will follow up with other club's on the under 18 volunteers he uses regarding liability.

**Club Director's Report:** Colleen recapped use of Ohana Café for District Tournament. Food was well received with all positive reports. Ohana is interested in running 2015 tournaments, providing weekend service and being available when requested. Ohana will work the Metropolitan Tournament the first few weekends of October. Dan mentioned Dwight's interest in taking over the Café. After several comments by the Board including Gregg's request verbalized earlier by phone to Colleen, the Board decided to table the issue until January 2015. Colleen mentioned that there have been requests to rent out the Clubhouse since it was renovated. It was after Mark's suggestion to take the rental issue case by case. If it is rented, a large deposit would be required.

### **Committee Reports**

A. **Facilities:** Dan installed eight containers at \$350 each. They were painted, had holes drilled in, soil added, plant material and took two days to complete. An area of pots was established by the stadium, per Dwight's request. Since Melissa is on vacation, Dan added that he watered 21 pots today. Peter inquired about an area near court 21 where homeless hang out and wondered if Dan could help improve the area. Dan suggested the City be notified and the trees be trimmed and thinned out.

B. **Constitution and Bylaws:** Julia was looking over the bylaws and realized the Club wasn't following the election process. This aspect of the bylaws was recently rewritten and accepted with a 2/3rds vote of the Board. The Board agrees with Julia that the Bylaws need to be updated so in 2015, a committee comprised of Peter, Ruben and Julia will embark on this endeavor. At this time, there are five vacancies on the Board. Applicants need to get 40 signatures and be a member in good standing for 6 months. If there are more than five candidates, the membership will vote. Julia stated the President's term is ambiguous in the bylaws.

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

D. **Employment and Personnel:** Gregg asked Julia to report on Colleen's Employment Contract as Director of Balboa Tennis Club, which they both worked on bringing up to date. Julia started out explaining to the Board about the extensive research she did in researching non-profits and explained her rationale for the presentation. After much discussion, Geoff Griffin stated that this information should be in Executive Session. The Board agreed to add the contract, discussion regarding vacation time and 422 hours of unused sick time to the October meeting executive session.

E. **Newsletter Deadline:** November 2014

F. **Ethics:** None.

G. **Youth Program:** None

H. **Activities:** None.

I. **Special Projects:** None

J. **Web Site Updating:** Colleen explained how league captain's phone numbers are being changed out to email addresses. Mary mentioned how she would rather have her phone number posted.

**Unfinished Business:**

1. An unemployment claim filed by Rob Abbott for \$1558 was explained to the Board. No further explanation or discussion was required
2. Julia requested BTC Dog Policy from 2005 newsletter, which was a Board vote, be distributed. Board agreed dogs should be kept on leashes and under the control of the owner at all times. Dogs are not allowed in the Clubhouse, locker rooms, or restrooms.

**New Business:**

1. The liposuction ad for the newsletter was voted down via email 6-1
2. Julia requested clarification that qualifications for Board membership requires the member to be in good standing.

**Adjournment:** 8:45 p.m.