



Balboa Tennis Club Board of Directors Meeting Minutes

February 17, 2015

Meeting called to order at 7:00 p.m. by Vice President Gary Smith. President Dwight Van Slyke is out of town.

Attendees: Colleen Clery Ferrell, Geoff Griffin, Gregg Ward, Janene Christopher, Julia Gregory, Dan Hays, C.T. Martin, Ruben Carriedo, Pat Mason, Esther LeeFlang, Gary Smith and M.A. Hillier were present. The Board voted unanimously to approve the minutes from the January 2015 meeting.

Member/Guest Presentation:

1. Jere Batten, the Club CPA, spoke about the changes to accounting since she took over. She noted payroll now being processed by Paychex, profit and loss format now recorded in grids by classes to give a more clear financial picture. Julia commented that she is comfortable with direction club financial reports are moving. As Treasurer, she wants to be able to look at the budget each month and compare with actuals to see where the club stands. Due to a processing error, the annual budget wasn't available for comparison.
2. Dan Vargas spoke to the Board on why he likes this club: its diversity, the new lights, Ultimate Challenge & 4mth membership opportunity. He also brought up the following issues:
 - a. Providing better lights on the upper courts,
 - b. Would like "spot checking" courts & making more random walks around the Club,
 - c. Suggested penalty fees to guests who are not members & "walk on" courts
 - d. BTC website requesting posting of club rules and regulations and bylaws.
 - e. Sponsorship by BTC for smaller Tournaments at other tennis clubs/ facilities and
 - f. Changing the Sunday Ultimate Challenge Court to permanent instead of its current "trial basis".

Gregg asked Dan is he would like to spearhead a drive for funds to upgrade lights on the upper courts? Mr Vargas declined and indicated he joined the Club four months ago because of the Ultimate Challenge Court. BTC donated 6 day passes to the tournament Mr. Vargas mentioned.

President's Comments:

[Colleen reported for Dwight in his absence] . To shoot the grades requested by the City of San Diego in regards to building a tournament pavilion- estimated cost \$900. Julia mentioned that the Club is in a different place financially right now because of the SDG&E electricity increase. Janene said she would get together with Dwight regarding the design. In the meantime, she will create a conceptual budget for the pavilion & include that cost.

Treasurers Report:

- 1) Colleen reported on the financials for January 2015. There is \$42,000 in the bank reserves. \$40,000 is money donated by Jack Grace and \$2000 is reserve savings for windscreens and court resurfacing. The checking account has \$57,965 with \$50,000 earmarked for club base fund in case of emergency. With nice weather in the January, daily permits were up. Memberships increased over 2014 due to leagues starting and cracking down on members who had let their membership lapse. As for expenses, SDG&E bill doubled compared to 2013, which left the Club with a \$-1,275 net income for the month of January.

- 2) Julia, Dan and CT formed a budget committee. Janene will forward the Pavilion Budget to that committee once complete.

Tennis Director's Report:

- 1) Geoff complimented Dan on how nice the new pots around the Club look.
- 2) Geoff is in the middle week of running the Hector Ortiz Junior Satellite Tournament and it's going well – 50 kids participating.
- 3) He thanked Janene for helping post Wounded Warrior updates on the BTC website. The next WW Camp is May 19-23. The committee needs to raise \$30,000 additional funds. They are presently looking through 90 applicants for 60 spots (oldest applicant is 91 years old). Tennis Fest scheduled for May 3. Once again the theme is - Tennis Thanks the Troops. Last year the committee raised \$6000 from the sale of gift baskets. Any connections to local businesses who would donate gift certificates is appreciated.

Club Director's Report:

1. The cost to split SDG&E meter is app. \$3000. SDG&E has issued a ticket for the change. Now the Club will wait on the City for approval to move forward. Board members stressed vigilance of turning off lights to save money when players are finished with a court for the night. Geoff volunteered that he has a friend who works for SDG&E to see if we can appeal for the outdoor rate we received last year. Julia commented, "The Club needs to show we can operate in the black to get outside organizations to give grant money." Geoff mentioned how the Balboa Golf Course and Mission Bay Golf Course are both operating in the red, according to an article in the Union Tribune.
2. Prospective new cafe at Balboa to be called the Hidden Gem, has passed first step of approval process and is waiting wait on Health Department appointment to be signed off to operate. The cafe contract will parallel the Club, Griffin Tennis and the Special Use Permit with the City of San Diego which all expire June 30, 2015. New contracts will be proposed when the City renews the Club permit.
3. The new sidewalk for disabled by the backboard has been discovered by local skateboarders. A "No Skateboarding" signs will be posted.
4. Board voted to send letters to two dog owners /members who were mentioned in the log notes. Improper behavior by dogs won't be tolerated.
5. Bauer Insurance suggested having waiver similar to the day pass waiver for members who consistently bring dogs to the Club. Liability Release Document to state "member's dog shall be kept on a leash at all times and under the control of the owner" Board voted to have this procedure start immediately. An official dog policy will be established requiring members also indemnify the Club should their dog bite/harass/annoy other members and/or guests. The policy will be given to members with dogs and will be attached to the signed waiver and kept on file at the Club.
6. Colleen will send email to Susan Mendoza/ Park & Rec asking for doggie bag stand /pet waste station / bag dispensers to be placed at corner of court 10 and above 19 where dogs regularly defecate and negligent owners leave their pet's droppings for others..
7. Colleen sent email to Wells Fargo explaining consistent increase in merchant service fees for Club and need to lower fees otherwise Club would have to change banks, per Gregg's suggestion. Merchant service fees were lowered to initial rate in 2013 beginning in March 2015.
8. Family membership fees are now listed on website and Club brochure is being updated to reflect this new category of membership.
9. FAQ's completed and will be posted on website.
10. Colleen highlighted the daily log entries for the month. Incident involving two day pass players at the Club who were using fowl language was highlighted. The boards voted to have BTC staff dismiss day-pass players immediately in these situations without a refund.
11. Board voted to post signs "Play at Your Own Risk" around the facility.

Committee Reports:

A. Facilities:-

1. Janene briefed the Board on the C.I.P (Capital Improvement Project) list she put together in increments/groupings of 1-3 years, 4-10 years and Long Range. There is also a list for General Maintenance Expenses Colleen will present list at March Board meeting.
2. Dan spoke about the three new containers (acquired from the condo where he lives); he and Charles worked to get them located, painted, filled with soil and plants. C.T. complimented Dan on how nice the pots look around the Club.

B. Constitution and Bylaws:-

1. Julia reported on bylaw committee meeting with Ruben, Esther and Gregg. Revisions will be distributed to Board prior to next meeting for discussion. The Board will then vote and bylaws revision will be presented to the membership in May.

C. Contract and Lease:-

1. Julia drafted new contract for Hidden Gem Cafe. The Board voted to have C.T. sign the new contract in lieu of the club president due to the family association between new cafe owner and Dwight. The vote was unanimous. Julia also mentioned that the City of San Diego needs to approve the concessionaire contracts for the new cafe, just like they did for Griffin Tennis.

D. Employment and Personnel: None

E. Newsletter Deadline: March 31, 2015

F. Ethics: None

G. Youth Program: None

H. Activities: None.

I. Special Projects: None

J. Web Site Updating: FAQ's discussed in Director's Report posted on website. Drone photos to be added as well.

Unfinished Business:

1. Janene and Colleen met with the painter who worked on the locker rooms and restrooms for the Belinsky Project. He claims the initial request was for time and materials, thus the job was incomplete. He also said the job was signed off by Dwight. His initial price to redo the job was \$1000. In an email, he stated the cost would be \$45 per hour. Janene suggested adding this item to the CIP list.
2. Gary researched 20 different clubs and didn't find any clubs offering a lifetime membership. Due to the structure of the Special Use Permit with the City, every three years

the Club contract is renewed, yet with no guarantees beyond that time frame. The discussion was dismissed.

New Business:

1. Gregg spoke with Ron Santos, the Club computer tech regarding WiFi issues at the Club. Ron had previously spoken with AT&T regarding weak bandwidth around the Club and Morley Field area. Gregg researched different solutions and came up with Hughes.net as an upgrade, which is a satellite company. The cost to switch to Hughes.net is \$20 more per month and there is a 24 month commitment. The Board voted to switch to Hughes.net if there was a probation period.

Adjournment: 8:50 p.m.

Executive Session – Decision regarding Jack Gilfillan case.

Next Meeting March 17, 2015