

Balboa Tennis Club Board of Directors Meeting Minutes
January 18, 2022

Meeting called to order at 6:30 p.m. by Vice President Gary Smith

Attendees: Gary Smith, Michelle Ford, Todd Linke, M.A. Hillier, Andrew Macfarlane, Maegen Demko, Mario Suarez and Colleen Clery Ferrell.

Minutes Approval: The December 2021 Board meeting minutes and absence were approved.
MMSC

Guest Presentations

1. John Broderick, newly appointed President of the San Diego District Tennis Association (SDDTA), came to speak to the Board about the proposed tennis court fees for the District tournament in August 2022. SDDTA had been paying a flat fee of \$3000 for several years. BTC raised the court fees for outside groups renting courts to \$15 per hour per court. John proposed paying a flat fee of \$6000 for all the courts used by the SDDTA. The estimated cost for court rental based on the current hourly rate is expected to be \$11k or more, depending on usage. John also asked if BTC would approve of a complimentary SDDTA banner being hung at the Club as a gesture of community service. The current price for banners is \$500 per year for outside vendors.
2. Geoff Griffin, BTC Tennis Director for 34 years, spoke to the Board requesting two more years of keeping his business at BTC status quo until he turns 65. He said he asked all his pros to purchase a business license, had them sign a contract and additionally insure the City of San Diego, as requested by BTC. The teaching pros are currently all independent contractors. Mario asked some specific procedural questions that Geoff answered. Pros collect money on the court and through Venmo, then pay Geoff 25% at month's end. Clinic fees are paid online with pros receiving a 1099 tax form at year's end. According to Geoff, to convert his staff to employees would be a huge change. Right now he is proud that his rates are affordable and he feels it's the right way of doing business. He feels that the Tennis Director position at BTC is the "best job in San Diego."

Vice President's Comments (Gary Smith)

- New Board members Mario Suarez and Maegen Demko spoke briefly about becoming BTC Board Members. "I want to be an asset," said Mario. "I echo Mario. I want to contribute and keep BTC as a great place to play," said Maegen.
- Election of new Board Officers - President - Gary Smith MMSC, Vice President - Andrew Macfarlane (MMSC) Secretary - Todd Linke (MMSC) Treasurer - Michelle Ford (MMSC)
- The New President Gary Smith appointed the following positions: Parliamentarian - Andrew, Facilities - Michelle, Maegen and Mario, Ethics - Todd and Maegen, Activities - M.A., Employment & Personnel - Gary and Andrew, Budget and Finance - Michelle, Leases and Contracts - Andrew, Special Projects - Mario & Michelle, Youth - M.A., Todd and Mario, Election - Michelle and M.A.

- Additional check signer - Mario

Club Director's Report (Colleen Clery Ferrell)

- A. BTC Organizational Chart - Colleen discussed changes in her position at BTC over the last 16 years showing the original organization chart when she was first hired and added responsibilities over the years with the new chart.
- B. BTC Wish List - 1. A new roof in the Clubhouse. The leaks happen every year that rain comes and now the lights are burning out because the fixtures are filling with water. 2. New furniture in the BTC Clubhouse. Chairs are not sturdy and tables are wobbly. 3. Backboard area needs to be resurfaced. There are cracks in the cement and some court erosion.
- C. Daily Log Notes/ Membership Totals/Waiting List/ Court usage - Membership is at 1544 with cap at 1625. The waiting list is at 250. Additional members will be invited this month. Overall court usage rate for the month of December is at 69%.

Committee Reports

Budget and Finance (Colleen)

- Club Finances - There is \$175,432 in the bank at the end of December 2021, with 50k set aside for reserves. Daily permit sales continue to be strong as tennis is still very popular these days with pandemic concerns and tennis deemed as a "safe sport." Memberships were down this month from December 2020 by 7k. Because December was a rainy month, payroll expenses were low as staff was dismissed early on several rainy days. Repair and maintenance costs were kept low as the only major purchase was new hand dryers for the restrooms. Overall it was a good month financially as the Club finished with net income of \$4492. YTD income is high at \$64,618 with memberships, daily permits and outside court rental standing out as the major income producers. The return of tournament income in 2021 helped add to the overall income of \$565,303. As for expenses, they were in line with 2020 except for utilities that increased 12k and waste removal that was up 1k over last year. Overall, the Club finished 2021 on a positive note with 69k net income. YTD Budget vs Actual net income is at \$69k, which is over budgeted figure representing a combination of membership, daily permits, outside court rental and tournament income. Budget for 2022 will be more accurate with tournament revenue and expenses being more predictable. The budget for 2022 was approved by the Board. MMSC
- Facilities - Roof bids are still coming in. Waiting on estimates for shade above court 19.
- Constitution and Bylaws - none
- Employment and Personnel - BTC part time employee Bert Lara is taking a leave of absence to pursue his dream as a Merchant Marine. Cassidy Clery Ferrell, daughter of Club Director Colleen Clery Ferrell, will fill in two weekend morning shifts in absence of Bert. The Board approved of the new hire.

- Ethics - none

Contract and Lease

- Cafe - Route 6 Cafe is hoping to expand their business to another location, possibly Barnes Tennis Center, in 2022.
- Griffin Tennis - Executive Session discussion

Other

- Newsletter - Published January 2022
- Website - none
- Advertising - Inside Tennis Magazine discussion in Unfinished Business
- Fundraising - Board approved of collection to purchase a new wheelchair for Alex Djordjevic - Reservations Attendant at BTC.

Unfinished Business

- 2022 Liability Policy Research - Currently following up with different companies to get a feasible estimate.
- Inside Tennis Ads - As a good will gesture and in support of the tennis community, this year's advertisement was approved by the Board. Three more ads for \$625 each. MMSC (two board members oppose)
- District #3 Council Representative Stephen Whitburn's Office has been contacted regarding BTC roof issue. Only one email response.

New Business

- BTC Spring Tournament - This was historically a non-sanctioned tournament held at BTC prior to the onset of COVID. Colleen requested to pass this year. Approved by the Board.
- New Dates for the National Open Hard Court Championships - June 13-19. Three weeks later than in the past will allow for more college and junior participation and avoid conflict with the Rock-n-Roll Marathon on the day of finals.
- Banner Expansion to courts 17 & 18 - BTC Men's Ladder Director Larry Calder would like to have a banner made and hung in the area of courts 17 & 18, where there has not previously been any banners displayed. The Board approved as long as requirements on size and price are followed.

Adjournment: 8:19 p.m.

Executive Session - 4/30/22 Special Permit with the City of San Diego expires. Club Vendor effects.

The next board meeting will be February 15, 2022