



## **Balboa Tennis Club Board of Directors Meeting Minutes**

**August 21, 2018**

Meeting called to order at 7:05 p.m.

**Attendees:** Janene Christopher, Gary Smith, Julia Gregory, Andrew Macfarlane, Ruben Carriedo, M.A. Hillier (via Phone), Colleen Clery Ferrell and Geoff Griffin.

The July 2018 meeting minutes were approved unanimously. The July Executive Session meeting minutes were voted 4-2. Discussion regarding minutes intended to take place in Executive Session.

**Member/Guest presentation** – None

### **President's Comments (Janene Christopher)**

- **Press Pavilion update** –
  - The next step is to submit drawings to the SD Building Dept. City Manager Susan Mendoza, recommended a specific person to route the Club's design. Once the drawings are approved, the Club can put the drawings out for bids. When a contractor is chosen, that company will obtain the permit for construction. The pavilion work will be done in phases so BTC is in compliance w/ SUP requirements.
  - Board would like to integrate an ice machine into the pavilion work.
- **Pavilion Roof** - An alternate design for Press Pavilion roof was sent via e-mail to the Board. This will be a bid option – rather than the solid roof this option will provide a roof with holes/patterned cut-outs into the 1/8-inch thick laser cut aluminum panels. This would provide a dappled effect (like being under a tree). The solid roof retains heat; this one would allow air-flow. The alternate design is more expensive, but would offer some “pizzazz” to the pavilion. Final decision can be made once the bids are received. Board MMS&C for plans to include a Bid Option for the laser-cut panels at the roof.

### **Tennis Director's Report (Geoff Griffin)**

- BTC Junior tournament numbers were down substantially due to “too many tournaments” and USTA restrictions on entries.
- BTC Open net profit was under budget slightly. Club netted \$3547 thanks to Connolly Brinker contributions.
- Direct marketing emails to players for future tournaments to be considered.
- Arranged for four Thursdays in September to host the Wounded Warrior Project (WWP), who are post 911 vets. This is a different group than the Tuesday Wounded Warrior Clinics. This is the group that had a financial scandal in 2016 for the way money was being spent and accounted for in the organization. Believes they have “righted the ship”.

## **Club Director's Report (Colleen Clery Ferrell)**

- **SDG&E** – As monthly bills continue to escalate, working with rep to get lower rates for Club.
- **16/18 Tournament Recap** – Overall, the tournament went very well. Members attended the matches at BTC and at Barnes Tennis Center, where a complimentary buffet lunch was offered. Club made close to \$8000 for hosting the five day event.
- **Cindy Brinker Simmons Project** – The family has sent a photograph of Maureen Connolly to be used as part of \$6000 brick donation. They have requested work on the brick project be done concurrently with development of Press Pavilion.
- **Chairs in the Clubhouse** – Starting to wear out on top. Will get estimate for reupholstering and compare with cost of purchasing new chairs.
- **Ultimate Challenge Court** – Several problems with regard to actual ranking of players competing, which is supposed to be at least NTRP of 4.5. Board decided to let all players who request an Ultimate Challenge ticket to compete without questioning the ranking of the players. Attendant working will advise anyone requesting a ticket with known lower ranking to be aware of current level competing on the court at the time.
- **Daily Log and Membership numbers** –
  - Member had car window broken into and bag on front seat stolen.
  - Other Ultimate Challenge Court disputes occurred.
  - Membership is steady at 1343.
- **Budget and Finance (Julia)**
  - YTD Budget is up \$2000.
  - Memberships were up in July, but daily permits are down. Many of regular day pass players are purchasing memberships instead. With courts booked for events, there are less courts to reserve.
  - Repair and maintenance spending high due to purchase and planting of 5 new pots, repair of umpire chairs and washing courts in preparation of the 16/18 national tournament.
  - Utilities slightly elevated, hoping for decrease with upcoming SDG&E rate adjustment.
- **Facilities** –
  - Separation netting between teaching courts 2&3 needs to be replaced. Will use donation money from Larry Calder \$500 and banner fee payment from Jimmy Loucks / Union Bank \$100 – will be used to pay for the net.
  - Discussion regarding ice machine and possible relocation with new pavilion. Recent bill from San Diego Ice was \$400 to service and repair machine.
- **Constitution and Bylaws** – None
- **Employment and Personnel** – None
- **Ethics** – Julia wrote a BTC Termination Policy. Board members added some suggestions for revision. Will make revisions and submit next meeting.

## **Contract and Lease**

- **Cafe** – Very close to receiving approved permit. New sink required by Health Dept. inspector to be installed 8/27/18.
- **Lease** – Lease with City expires 5/1/19.

## **Other Issues**

- **Newsletter** – Will be published in November 2018.
- **Website** – None
- **Advertising/Public Outreach** – None
- **Fundraising** – None

#### **Unfinished Business**

- **Survey** – Close to 160 collected. Phillipe Deschenes will tabulate number totals. Julia will tabulate written comments.
- **Solar in the stadium** – Estimate came back for \$372,000 to install solar in the stadium from Sullivan Solar. Waiting for comparable estimate from HES Solar.
- **Indemnity Letters** – GSDCTC requested changes which were made and signed off.
- **Additional Sign for M.A. Hillier cafe donation** – on order.

#### **New Business**

- **Fence behind hitting wall** – Colleen has some bids will follow up. Board MMS&C
- **Wheelchair Tournament in January** – SDSU group interested in using courts. Board MMS&C

**Adjournment: 8:25 p.m. Executive Session to follow**

**Next board meeting will be September 18, 2018**