

Minutes - KTC Executive Meeting
Aug 3, 2021, 7:00 p.m.
Zoom

Court availability this summer: On July 20 all members of the Board except for Bob Goddard held a special Zoom meeting to discuss possible steps to try to create more openings for members to book courts. More members than usual and full summer camp registration, with Covid-19 still having an effect, have meant many members finding an available court difficult. Alma's report of the meeting is attached. A KTC Courtside describing remedial measures was sent to members on July 21.

Present: Doug Bowie, Bob Goddard, Arsalan Ijaz, Taco Meuter, Nerissa Mulligan, Jason Taylor, Alma Thayer, Gary Wilson (Secretary)

Regrets: Donna Lounsbury, Julie Hoffarth

Chaired by: Alma Thayer

1. Agenda approved.

2. Board meeting minutes of July 6, 2021 approved with corrections.

3. Vice President vacancy: Alma pointed out that Donna has been doing a lot of work that a vice president would normally be doing. Also, having an official vice president would mean another officer available for things like cheque signing.

Moved by Alma, seconded by Doug: that Donna Lounsbury be appointed Vice President for the remainder of the term of this Board. **Carried.**

4. Clubhouse and Courts Project

- a. Bob reported (**report attached**) on an informal meeting held under the tent on the lawn July 25. The purpose of the meeting was to allow several representatives of the Board to respond to concerns by a small group of members that the restore and expand clubhouse project should be put to a membership vote. It was reiterated that the Board has kept members well-informed of our plans and are confident that

we enjoy the support of most members, as shown recently at the June 14 public meeting on the clubhouse project.

Bob also reported that Ray Zaback expects to have documents he's preparing for Bill Anglin later this month so trade pricing can begin. Ray will attend a committee of adjustment at city hall on Aug. 16 looking for city approval of some small changes to the dimensions of the existing clubhouse. CWG members will also be discussing design decisions regarding things like colour with Ray and staff at his firm. They welcome comments from other Board members.

- b. Update on Fundraising – Jason reported pledges are now at \$119,000. Now that we've gone public July 30 with the launch of the Building Together for the Next 100 Years, all Board members should encourage others to donate. Thermometers on the website and at the club would be a concrete measure of support for the clubhouse project.
- c. Bank Loan Report – Scotiabank appears to be offering better terms than RBC, but nothing finalized yet.
- d. Trillium Capital Grant Application – Rachel is working on an application for a grant in aid of the clubhouse project from the Ontario Trillium Foundation.

5. Tennis Clubs of Canada indoor facility

Discussion about project proposers Zoom presentation on July 26 that most Board members participated in. While indoor tennis is a very appealing prospect, how it will affect the KTC is uncertain. Gary will continue to monitor developments, with city council expected to consider proposal in August or September.

6. John Corrigan's Fundraiser

John Corrigan is proposing to raise money for the clubhouse project by staging a one-person show he's written. He would perform on the deck with the audience seated on court 7 in the evening of

August 27 and 28. The Board readily approved, with Alma to notify John.

7. Tracey Corrigan as a community member on the Communication committee

With Cole's resignation from the Board, Tracy Corrigan's offer to join the Communications committee was accepted.

8. Tickets for National Bank Tennis Open, Rogers Cup etc.

No tickets received for the Rogers Cup, probably because of Covid protocols.

9. Committee Reports (35 minutes)

Please see Committee Reports for details on activities over the past month.

- a. Programs – Arsalan reported parents and campers seem happy with camps so far. Not all programs of the Noble Tennis School are operating but slow start was expected and things should improve. A banner promoting the NTS could be installed on the south fence adjacent to entrance to club.
- b. Membership – in Julie's absence Arsalan reported that for doubles tournament there would be a catered lunch at noon. It is hoped for the singles tournament September 9-12 a BBQ will be possible. September 9 is actually an early start. Using 5 lit courts Beginning at 7:30 p.m. using 5 lit courts should see the first round finished by Saturday morning.
- c. Governance & Board Development – Gary pointed out the transition to staggered elections begins at this year's AGM. The Governance committee report for September's Board meeting would recommend how it should be handled as well as the composition of the nominating committee. Alma mentioned the committee continues to work on the board orientation manual.
- d. Finance & Treasurer's Report (Taco): Attached.

- e. Facilities & Infrastructure – Doug mentioned the following odds and ends:
 - windscreen on court 6 has been replaced
 - tree guy has been contacted about trees on court 1 and others needing trimming but work will be left till camps are finished
 - a mason has been contacted about repairs to the hitting wall
 - leaf bags at the back of the club should be removed

- f. Communications: Attached

10. Other business

Nerissa suggested bike parking facilities should be more user friendly by being able to accommodate more types of bikes.

Arsalan reported he and Julie will discuss with Queen's members about arrangements for September. There will be both a recreational side and competitive side. He also said the junior tournament is scheduled for Saturday, Sept. 18.

11. Next meeting: Wednesday, Sept. 8.

12. Meeting adjourned at 9:05

Report on July 20 meeting on court availability

As you are no doubt aware, this season it has become increasingly and frustratingly difficult to pre book a court. There are many reasons for this: Increased membership due to tennis being one of the only sports allowed during the Covid restrictions, people not having the opportunity to travel so looking for activities closer to home, camps being fully subscribed in part because Queen's did not offer any camps this summer, our evolving partnership with Noble Tennis School, and the ongoing popularity of lessons.

Board members met on Tuesday evening to discuss the lack of court availability and made the following decisions:

In order to create more court time for members this summer, the Board has made the following decisions which are effective immediately:

- 1) A freeze on new memberships until at least September 1, 2021. A waiting list has been created for people who might still be interested in joining in September if court availability warrants new members
- 2) A reduction in member pre booking privileges from six to five bookings in a rolling seven day period. Our online booking program has been reprogrammed to reflect this change. Walk-ons continue to be allowed and encouraged.
- 3) More consistent enforcement of late cancellation and no-show infractions, i.e., repeat offenders will have booking privileges suspended for at least a two week period
- 4) Tweets will be sent out by the stewards when courts become available at short notice.
- 5) As of July 26, 2021, the Next Level junior program will be discontinued. This will free up a court from Monday to Friday at 1:30
- 6) Instructors will not teach lessons when five courts are being used for camps i.e. between 11:30 and 12:30 daily nor when two courts are being used for Noble tennis school programs. Because of extenuating circumstances, there will be two one hour instructional exceptions allowed for the next two weeks
- 6) Noble Tennis School will release courts for which there is insufficient registration at least 48 hours in advance of the programs.

The Board discussed the following but no decision on these topics has been made at this time:

- capping membership and summer camp registrations at a lower level next season;
- reducing doubles at least on some courts to 90 minutes if the current changes are not sufficient to ease booking concern;
- constructing an eighth court on the grass in the future/

The CWG have just a few matters to report on.

During the current stage, progress on the project is largely in the hands of Ray Zaback and Bill Anglin. Ray informed us that he aims to have his documents ready for Bill by mid to late August. After that, trade pricing can begin.

Jason and I will soon be attending a further meeting with Ray for the purpose of discussing plans for the smaller design details (e.g., colours).

We will be seeking involvement from other Board members in making these decisions.

Ray informed us that our meeting with the Committee of Adjustments at City Hall will be on August 16th. In addition to Ray, Jason and Doug will attend. I will attend if possible.

As always, the CWG would be happy to answer any questions or concerns raised by the Board at the meeting tonight.

KTC - TREASURER'S REPORT – August 3, 2021

Finance Committee

Committee members: Taco Meuter (chair), Donna Lounsbury, Alma Thayer

Operating Revenues as of August 2, 2021

01/10/2020 to 02/08/2021

Fee Type	Total
Membership	\$132,290.00
Junior Camp	\$99,406.00
Junior Programs	\$2,068.00
Adult Programs	\$2,195.00
POS & Pro Shop	\$8,546.20
Guest Fee	\$1,141.00
Private Lessons	\$16,595.03
Donation	\$2,866.00
Total:	\$265,107.23

Revenues are significantly larger than the \$125K achieved in 2020 and \$197K in 2019.

Cash and equivalents are at \$528,000.

Borrowing

With the assistance of Bill Cannon, we are comparing Scotiabank and RBC to see which one offers the best terms.

KTC Committee Report: Board meeting August 3, 2021

Communications Committee

Committee members: Donna Lounsbury (chair), Taco Meuter, Rachel De Sousa (summer intern), Tracey Corrigan

- We are pleased to announce that Tracey has joined the team and is already actively helping with communications

Regular Communications

In July we've been quite busy, putting out four regular newsletters (July 8, 11, 21, 24) as well as the first newsletter dedicated to fundraising (July 30), and we've just put out August's first regular newsletter today.

No items for Board approval at this time.