

Minutes - KTC Executive Meeting
March 13, 2018 @ 7:00pm
Douglas Library, Queen's University

In attendance: Viki Andrevska, , Doug Bowie, Bob Goddard, Paula Loh, Taco Meuter, Nerissa Mulligan, David Stocks, Bud Nelson, Claire Tremblay, Gill Turnbull, Chloe Wilson

Absent: Sam Faris, Mike Bartlett

1. Review/approve minutes of meeting from February 22, 2018

Approved.

2. Marketing subcommittee

- a. Formation of a subcommittee to investigate ways to promote the KTC within our membership and the broader Kingston community

Committee – Bob Goddard, Nerissa Mulligan and Bud Nelson

3. Hiring committee update

- a. Steward supervisor

Dave gave an update regarding the hiring committee. Many strong candidates applied for stewards this year. The committee is in the process of selecting two full time stewards and one or two part time stewards. No application has been received for the Club Pro. Different possibilities were discussed. Dave will consult Sam to see if anyone from Queen's might be interested in the position. Dave will also contact Michael. Chloe and Taco will ask as well at the OTA. A steward supervisor will be decided later.

4. Facebook advertising

- a. Last year we spent \$98 on a 2-week "local business promotion", and \$80 on a 2-week "boosted post" about our camps. The two weeks were the first 2 in April. Do we want to do this again?

We all supported the idea.

5. Selection of sign design for Johnson St. and Brock St.

- a. We have 3 designs: A, B and C shown in a separate document. Modifications can be suggested, and we will vote to select a design.

b.

David moved and Claire seconded – Kingston Tennis Club with the KTC logo. Two suggestions were made: abbreviate ‘Street’ to maximize the size of the font, and to make the arrow a little bigger. **Carried.**

6. OTA AGM

- a. Approval of expenses for Chloe and Taco to travel to Toronto for the day on April 7th.

Doug moved and Dave seconded to rent a car and approve travel expenses.
Carried.

7. Treasurer’s Report

The discussion was developed about having to invest our savings at better rates. We wouldn't know how much to put in fixed GIC's until we knew when we needed the money again, so we set aside that discussion for later. Furthermore we discussed about whether the insurance for the building was sufficient. Taco will talk with an insurance representative and get their opinion. Any Board member who would like to buy a case of tennis balls, should let Taco know.

8. Capital Project

- a. Determining the next steps on the capital project

David has not had any further communications with the City regarding the Belle Park’s review process. The City is also doing a full recreational review. Timelines for the city submitting a proposal on Belle Park is September/October. We will stay in discussion with the City but will not put the capital project on hold. We all agree with this.

Discussion was developed regarding specific details about refurbishing the courts and rebuilding the old club house or build a new club house on the lawn.

Motion Paula and David seconded: That the Board proceed with the Capital Project as voted on at the 2017 AGM. Carried.

Paula will talk about forming a committee when she is back in Kingston in April.

9. Other Business

Paula registered the club as a non-profit with TechSoup Canada as part of the website overhaul two years ago. The organization receives donations of software and Paula has purchased a copy of Office 2016 Professional Plus for the club computer. We are able to purchase several more copies for volunteers at \$52 + tax up until March 31 (after that, Microsoft will only offer the basic version at the highly-discounted rate). If any Board member would like to purchase a copy to install on their computer for club use, they should contact Paula by March 25.

Claire let the Board know that for the Roger Cup to purchase a box minimum is 16 people and the maximum is 22 people.

10. Next meeting - April 17, 2018

11. Adjournment at 9:36pm