

Minutes of KTC Board meeting  
Wednesday, Sept.14, 2022 7:00 p.m.  
Zoom

**Present:** Tracey Corrigan, Bob Goddard, Isaac Jones, Taco Meuter, Nerissa Mulligan, Simon van der Plas, Jason Taylor, Alma Thayer (Chair), Gary Wilson (Secretary), Asia Zolnierczyk (joined at 7:15)

**Regrets:** Donna Lounsbury

**Staff:** Luke Webb, operations manager (joined at 7:15)

Alma opened the meeting at 7:05.

Agenda approved with additions.

Minutes of August 16 approved.

President's report

Alma announced Luke Webb, our operations manager, has decided not to return to the club next year. It was agreed Sunday, October 30 will be his final day. If it's decided to continue with the position, the job description will have to be reviewed.

She also mentioned Yoon would be finished her work with the club on September 16.

Alma reminded directors always to keep succession planning in mind so vacancies can be filled. In particular, at this year's AGM the positions of president and secretary will be open. In 2023, vice-president and treasurer.

Bob Willis, a neighbour on Napier, has been granted access to the driveway at court 7 when winter parking rules take effect.

### **Committee reports**

#### **Finance**

Taco reported we're paying \$2,800 a month on our mortgages and will work to pay off \$150,000 variable mortgage as soon as possible because its interest rate is not fixed and can rise.

Taco clarified that in reporting 138 Couple and 160 Family members the numbers refer to members in those categories, that is not 138 couples or 2 x 138 but 138 registered as part of a couple.

## **Programs**

Isaac reported he's signed a contract (attached) with Queen's Tennis that guarantees its members Sunday afternoons at the KTC from 1:30-3:30 p.m., Tuesday afternoon from 2:30-4:30 p.m., and Wednesday night from 6:30-8:30 p.m. One difference this year is Queen's Tennis is recreational and not competitive, so few among its 65 members are buying memberships at \$115. This might mean a greater use of our courts but less revenue.

Isaac will discuss changes that could be made to the contract, perhaps by switching one weekday booking to Saturday afternoon when club bookings are low. There's a good possibility the loss of competitive status is this year only and Queen's Tennis will be competitive next year.

Isaac confirmed that the decision made at the August Board meeting to require payment for camps when registering is to be included in information about the camps on the KTC website. Also, included in that information is a reminder that full refunds will be available only for doctor confirmed health issues.

Junior tournament: Isaac will hold a planning session Friday, Sept. 16 to finalize details, aiming for Saturday, Sept. 24. Could be similar to last year when there was a morning session for beginners devoted to skills development with a tournament for more advanced juniors in the afternoon. It'll be an open event, meaning both members and non-members are eligible.

Asia will provide Isaac with a pdf of members who are willing to volunteer at events. It was also suggested volunteering at the club junior tournament could be included in the contract with Queen's Tennis.

Membership survey: Nerissa will contact Yoon, whose last day is Sept. 16, to help with completing it so it can be sent to members.

## **Facilities & Infrastructure**

Tracey confirmed locks had been installed in men's and women's washrooms.

Gary said he'd ask Dalhsie McMullin for a quote for her firm, Naturally Luxe Cleaning, to do a deep cleaning of the clubhouse this fall.

Garbage – for the rest of the season, Gary with Luke's assistance will take care of waste disposal while working on an arrangement involving three or four members for next season.

Remote control of court lights should be reinstalled soon.

The defective bench on court 6 should be replaced. A wooden bench now in the clubhouse might be suitable temporarily but new bench or benches should be considered, perhaps paid for by fundraising.

Local masons are not returning my calls about repairing the hitting wall. Like Kiley paving, they seem too busy to respond to our needs.

Luke has purchased a first-aid kit that now hangs above the defibrillator on the west wall of the kiosk.

Socials in the clubhouse upstairs: discussion showed wide support for developing a policy on the use of the upstairs for groups wishing to gather for tennis related activities. Gary will take the lead on this.

### **Governance**

Bob reported work on the Board Orientation Manual and updating club by-laws is continuing, the latter with Queen's Business Law Clinic. Cloud storage for club documents needs more investigation – the website might be a possibility.

Stand-alone documents regarding good hiring procedures, health and safety requirements and abuse and harassment policies are important for the club to have. The Governance committee is aware of the harassment policy and will work to ensure we have ones in other areas as well.

Nominating committee – members are approaching possible candidates for running for the 2022/23 Board.

### **Communications**

Tracey mentioned she's updated the website and has included a section under Our Club titled Cub Champions that links to a list compiled by Bud Nelson. She also described the items to be included in the upcoming newsletter.

### **Membership**

Asia reported last event of the season, the KTC Cup, will be on Oct.1 and 2. It will be expanded to include a social so members not in the tournament can attend Saturday evening's BBQ for \$10.

Some members have asked about the return of drop in doubles.

Next meetings: 2022 AGM, Wednesday November 23, 7:00 p.m. by Zoom

Board, Wednesday October 19 7:00 p.m. by Zoom

Meeting adjourned at 9:00 p.m.