

Kingston Tennis Club Board Minutes  
Wednesday, June 21, 2023  
Wilson Room in Clubhouse

Present: Julius Breza-Boski, David Corrigan, Tracey Corrigan, Jeff Elwood, Abby Lincoln, Donna Lounsbury, Nadia McCarthy, Taco Meuter, Simon van der Plas, Alma Thayer

Regrets: Asia Zolnierczyk

**Meet and greet** with Conor Casey, head pro, 6:30 to 7:00

**Special guest** Elizabeth Huculak led a discussion of the application she made on behalf of the KTC to the Ontario Trillium Foundation (OTF). Project start date: **September 26, 2023.**

Donna opened meeting at 7:50 p.m.

Agenda approved.

Minutes of May 17, 2023 meeting approved.

**Recruitment of new steward supervisor** (Alma) (position overview and candidate applications attached)

**Motion** to hire an interim steward supervisor (June until Thanksgiving) for 10 hours per week, at \$25 per hour, reporting to the Chair of the Facilities and Operations Committee and managing 4 staff members. Two candidates for the position, John Corrigan and Gary Wilson. Carried. (Gary, Tracey and David recused themselves during the discussion and vote.)

**Scheduling major KTC events on a three-year planning cycle** (Tracey) briefing note attached)

Tracey led a discussion on the value of establishing a set timeline for our major events for the next three years. It was decided to postpone a decision on the proposal to September's Board meeting.

## **Committee Reports**

Gary gave a verbal Facilities and Operations report. Court 7 is being re-surfaced and it's hoped Court 7 can be completed before camps begin. John Corrigan organized pressure washing of court 6 with Tracey and Gary helping. Court 4 lights have been repaired but remote operating still not possible. Municipal garbage collection has been regular but camps will produce food waste that might require compost be put out for collection with garbage and recycling.

He also informed the Board that he is resigning from the Facilities and Operations committee.

There will be no Board meeting in July. Meeting adjourned at 9:05.

## **Event Scheduling Strategy (Tracey)**

It's never too early to plan ahead! If possible, I would like to get the board's approval for a set timeline for our compulsory events (club championships, junior open house, junior open tournament).

It is key to our club's success that we manage our event schedule more efficiently. Creating a template for annual compulsory events would reduce the likelihood of conflicts with facility/court improvements and having an established timeframe ensures all stakeholders (board, KTC members, staff) are all on the same page. For those committees planning optional events (KTC Cup, Switch Doubles, etc.), it will provide a clear timeline for them to plan around accordingly.

## ***Annual Recurring Events***

### ***Junior Open House – 1<sup>st</sup> Saturday in June***

June 3, 2023

June 1, 2024

June 7, 2025

June 6, 2026

### ***Mixed Doubles Club Championship - 3<sup>rd</sup> Saturday in June***

Thursday, June 22 – Sunday, June 25, 2023

Thursday, June 13 – Sunday, June 16, 2024

Thursday, June 19 – Sunday, June 22, 2025

Thursday, June 18 – Sunday, June 21, 2026

### ***Doubles - 3<sup>rd</sup> Saturday in July***

Thursday, July 20 – Sunday, July 23, 2023 (this year would be considered an outlier as this is the 4<sup>th</sup> Saturday)

Thursday, July 18 – Sunday, July 21, 2024

Thursday, July 17 – Sunday, July 20, 2025

Thursday, July 16 – Sunday, July 19, 2026

### ***Singles Club Championship - 3<sup>rd</sup> Saturday in August***

Wednesday, August 16 – Sunday, August 20, 2023

Wednesday, August 14 – Sunday, August 18, 2024

Wednesday, August 13 – Sunday, August 17, 2025

Wednesday, August 12 – Sunday, August 16, 2026

### ***Junior Open – Saturday/Sunday of Labour Day weekend***

Saturday, September 2 – Sunday, September 3, 2023

Saturday, August 31 – Sunday, September 1, 2024

Saturday, August 30 – Sunday, August 31, 2025

Saturday, September 5 – Sunday, September 6, 2026

### **Optional Events**

New Member Mix & Match

Switch Doubles

KTC Cup

### **Membership Committee**

***New Member Mix n Match:*** Although the rain hindered our plans to play, the event was well received by members. We were able to have our lunch meet and greet and get to know the new members. Most of the participants were connected with groups and/or individuals to play with. Some participants returned the next day and we played some switch doubles. Many were beginners who had no doubles experience which presented a slight challenge, but the participants enjoyed it immensely and some even returned for Switch Doubles.

*Thoughts for next year:*

- use the same format (play followed by lunch) but possibly split the group into those with experience and beginners
- explore play options other than doubles or have an instructor for the beginners group
- send out invitations to new members in addition to a social media post
- have the "rain plan" on the invitation to avoid confusion for members
- keep the event in May at the beginning of the season to get members off to a successful start

**Switch Doubles:** Switch Doubles saw a similar turnout to last year. The format was changed slightly. No Ad point was played and the matches finished a bit faster. A full day seemed too long for the event. After discussion with the tournament director and some of the participants, we came up with the following considerations for next year:

- make it a half day event. A morning of play followed by lunch or afternoon event followed by a BBQ. The latter option seemed to be the favourite.
- have a beginner category- beginners would only play other beginners

### **Upcoming Events**

*Mixed Doubles* - provide supplies and volunteers for BBQ

*Second Trivia* - date TBD

*Wimbledon Watch:* July 15 or 16 — provide a host and refreshments - determine whether this is a free event or charge a nominal fee - Bud may be running the ladder speed tennis the same day

### **Finance Committee**

Taco provided an update of the financial situation so far.

### **Recent Events:**

- MPAC has done its anticipated review of the KTC property, resulting in an increase of about \$1900 in annual property taxes (retroactive to July 2022).
- The value of the Canada Summer Jobs grant we were awarded (up to \$34,000), is likely to end up significantly less, with only one steward making the required 30 hours/week (out of a possible three). Similarly, based on our experience in 2022, we may not get three camp instructors to make their 30 hours.
- Court repair work has been completed, and painting of one court will be completed this week, with the second court to start next week and finishing the first week of July.
- We've submitted an application to the Ontario Trillium Foundation for a grant to help us with 1.) upgrading the club entrance, 2.) replacing the hitting wall, 3.) enlarging the lawn and 4.) moving the Napier St. fences. The application estimates a total cost of \$77K, for which a full grant has been requested. Replacing the hitting wall represents the majority of costs, with a plywood hitting board and a small 25'x38' hitting area in the SW corner of the enlarged lawn alone estimated at about \$51K.

- Separately, we've obtained a quote to completely rebuild the existing concrete hitting wall on court 7 at a cost of less than \$16K. This allows us to afford more of the required upgrades including top-quality fencing with or without a grant.

### **Programming**

With the improvements in our programming that Tony Roth began right in the middle of the covid debacle with his established Noble School of Tennis programs, we have seen a definite and continuing satisfying uptick in lessons compared to previous years. Lessons have always been very hit-or-miss, very dependent on the pros we've been lucky enough to attract in individual years.

### **Membership and camps**

Membership revenues are down a bit from last year, mostly due to fewer family memberships. At the same time, our camps are filling up fairly well, though with the same worrying initially slow uptake of afternoon camps. Camp revenues are ahead of last year as a result of improved pricing.

### **Communications**

Tracey provided an update on the communications activities since the previous Board meeting, as well as plans for upcoming activities.