

MINUTES - KTC Executive Meeting
Wednesday, April 15, 2015, 7:00pm
1277 Channelview Rd (Isabelle's home)

1. Review/approve minutes of meeting from Wednesday, March 4, 2015

Item 6: Paula reports that the finance subcommittee forgot to discuss the membership levy at the last meeting. They will do this at the next meeting

Suggestion that, instead of increasing fees as has been proposed, we decrease the early bird discount. This will be revisited in a few months.

Other business: Paula was not present at the previous meeting and believes it was too important of an issue (a \$1000 purchase of equipment plus a subscription fee) to address without it being an agenda item. While it was not Taco's intention for it to be approved, it did get approved, and might have been a rash decision.

Discussion around wording of "cancellation notice" on booking system. Isabelle has re-worded and will send to Taco.

Minutes approved.

2. Follow-up information on shade & seating options for Courts 4-6

Isabelle presented some options she has found. She will investigate local awning makers and we will revisit later.

3. Update on Staffing for 2015 season (Dave)

We have camp staff nearly finalized, stewards finalized, and some pros still being considered.

4. Court Cleaning

Dave has found an industrial pressure washer that heats water and washes. A much larger unit that will do the job much faster than what we typically use. Dave would like approval to get a quote for renting this equipment for a few days and doing the work ourselves. Dave will follow up on this, and will make sure they are safe for tennis courts.

5. Marketing & Communication - 2015 Spring Recreation & Leisure Show and Guide; Pan Am Cultural Festival at Fort Henry; contributions for next KTC newsletter; content of KTC website Home page

Fort Henry is holding a Pan Am Cultural Festival in July. Local sports and culture organizations can host activities and booths. We would need volunteers and ideas for what we would do. There is no charge for us. We likely need 2-3 volunteers.

High school tournament dates:

KASSAA May 12

EOSSAA May 19

KTC Homepage: Paula has suggested adding a “current events” section on the front page so that people don’t have to look through the tabs

Suggestion made to ask the membership if there is anyone who would be willing to take over management of the website. Or to move to a more modern online system that would allow us to move away from a programming based website. This would be integrated with other systems such as accounting and booking. We have looked into a company that would do this for ~\$1400/year (Jegysoft). This would still need to be overseen by someone. We will discuss this more at the next meeting.

6. Report on OTA's AGM

Paula and Claire attended the AGM and reported on their day.

7. Financial Update and Finance & Risk Committee Report (Taco)

Gord Lee has found out from the banks who is willing to lend us money. Banks are conservative and looked at our lowest income since our last year stood out as unusually strong. We will have another strong year under our belts when we actually need the money. Also they want a shorter term loan than what we are looking for. We likely won’t be getting money from a bank anyway as we will be getting funds through Infrastructure Ontario.

8. Infrastructure Committee Report (Paula)

The committee has been meeting with Mike Preston and working on the design. They are not happy with the exterior design and they feel they are moving slowly.

9. Report on Kingston Indoor Tennis project (Chloe)

Chloe gave a brief report on the standing of her independent indoor tennis project. It was brought up that there is a potential conflict of interest for Chloe. Chloe will disclose a conflict of interest if and when it arises in relation to specific discussions and refrain from voting in any issues in which a conflict exists.

10. Set next meeting date and location - proposed date of Wednesday, May 20

Date approved. Location: Paula’s house

11. Other business

Meeting adjourned at 10pm

[defibrillator demonstration to follow adjournment of meeting]