

Minutes - KTC Executive Meeting
October 24, 2017 @ 7:00pm
Doug's Home

In attendance: Viki Andrevska, Doug Bowie, Julius Breza- Boski, Rick Donaldson, Paula Loh, Graham Lord, Jim Martin, David Stocks, Bud Nelson, Gill Turnbull, Chloe Wilson

Absent: None

1. Review/approve minutes of meeting from Tuesday, September 26, 2017

Minutes accepted with one change.

2. Governance – review member feedback regarding proposed by-law

We received comments from three people. Graham and Paula will review and accept appropriate suggestions that do not change the essence of the by-law and distribute the revised version to the Board for approval. Graham will write to each of the three people to provide feedback. The updated by-law will be distributed to the membership before the AGM.

The Past President is a voting position. It will be clarified in the by-law to avoid any ambiguity.

3. List of Nominees for Board approval

Nominations for the Executive Committee

President	Chloe Wilson
Vice President	Dave Stocks
Secretary	Viki Andrevska
Treasurer	Taco Meuter (nominated by Dave Reid & Heidi Traulsen)

Nominations for Members-at-Large (8 positions available)

Mike Bartlett
Doug Bowie
Sam Faris
Bob Goddard
Taco Meuter (nominated by Dave Reid & Heidi Traulsen)
Nerissa Mulligan
Bud Nelson
Gill Turnbull

Past President Paula Loh (ex-officio position)

4. Court Maintenance for 2018 – sealing & painting of Courts 4, 5 & 6

The estimate for court maintenance for 2018 – sealing & painting of courts 4,5 & 6 - is \$12,999. The work will require one week and will be done in the spring. All in agreement.

5. Capital Project – review project & cost options; establish motion to present at AGM

Different possibilities regarding the Capital Project were discussed and the Board agreed to the following options:

Option 1: Demolish Clubhouse; Build New Clubhouse; Build Eighth Court; Rebuild Courts 1, 2, 3, & 7; Install lights on Courts 2 & 3

Option 2: Demolish Clubhouse; Build New Clubhouse; Rebuild Courts 2 & 3; Install lights on Courts 2 & 3

Option 3: Demolish Clubhouse; Build Eighth Court; Rebuild Courts 1, 2, 3, & 7; Install lights on Courts 2 & 3

Option 4: Rebuild Courts 2 & 3; Install lights on Courts 2 & 3

All four options will be described and presented to the members in a written document prior to the AGM for discussion and then voting.

6. Bequests & Fundraising

Motion

Paula moves and Viki seconds that the Board encourage and facilitate members and other interested parties to establish bequests for the KTC.

Carried.

Motion

Paula moves and Viki seconds that a fundraising campaign be established for the capital project. This could potentially include a donor wall and the sale of naming rights for various aspects, as deemed appropriate. Final approval of the plan is required by the Board prior to implementation.

Carried.

7. Treasurer's Report – recommendation for receiving payments next year; bookkeeper's contract for 2018

Overall, the KTC accumulated \$102K in annual savings in 2017, similar to 2016. We did it, however, without the help of the non-recurring HST recovery of \$32K that we received last year, so it was substantially higher in 2017. This was achieved in numerous ways: lower capital spending of \$8.3K, maintenance decreased by \$6.9K, junior camps contribution increased by \$7.3, bank charges decreased by \$4.8, interest income increased by \$2.5K. These gains were partially offset by reduced membership fees of \$3.4K, property tax increases of \$1.8K, office cost increases of \$3,831 (primarily due to the hiring of a bookkeeper).

2017 was a frugal year financially and has helped to build the cash for a major project to the \$383.5K level.

Other - Audit Plan (in circulation),

Renewing bookkeeper Kristine Barker's contract for the 2018 tennis season was discussed (\$5,000 for the season). It was recommended that her contract start in March to align with the beginning of the season and upcoming payments.

Motion: Jim recommends that Kristine Barker be hired for the 2018 season. Paula seconded. Carried.

It was observed that junior camps and lessons were slow in payment. The Board agreed that camp bookings have 14 days to pay prior to being deleted, and that payment should be made one week before the lesson. Bud will check Jegysoft regarding payments for junior camps and lessons and report back if this is technically possible.

The club saved \$4,000 due to Jim's implementation of e-transfers. Jim recommends that we continue to use credit cards as backup, only, but not as the primary means of receiving payments. To relieve some of the treasurer's responsibilities, it was suggested that the bookkeeper manage the cash deposits in addition to her current tasks.

8. Other Business

The Club received an email from the City of Kington asking for the Club's recommendations for tennis pros to teach lessons to 7-13 years-of-age children. The Board agreed to forward the email to the KTC pros (Emile and Isaac) and David will follow up.

9. Adjournment at 10:24pm