

Balboa Tennis Club Board of Directors Meeting Minutes

April 20, 2021

Meeting called to order at 6:35 p.m. in Balboa Tennis Club clubhouse and via Zoom

Attendees: Janene Christopher, Gary Smith, Todd Linke, Michelle Ford, Ruben Carriedo, Andrew Macfarlane, M.A. Hillier (via Zoom) and Colleen Clery Ferrell.

Property Tour - The Board took a quick walk to see the area between courts 8 & 9 that was being proposed for the Rob Abbott bench and a new overhead sail screen.

Minutes Approval: The March 2021 Meeting Minutes were approved. **MMSC**

Guest Presentation - None

President's Comments (Janene Christopher) None

Club Director's Report (Colleen Clery Ferrell)

- A. Girl's National 16-18 tournament** - Colleen was approached by organizers of this prestigious tournament regarding usage of Balboa Tennis Club courts. They are requesting courts from 8/7 - 8/11. **MMSC**
- B. Outside Court Rental Fees** - Proposed court rental fee of \$15 per court per hour beginning immediately. **MMSC**
- C. New first aid box from Cintas purchased and AED Class for employees and members** - Date in BTC Clubhouse confirmed for 6/25 at 9:00 a.m.
- D. Social Media Position at BTC** - BTC Employee David Saranglao has been posting on Instagram and Twitter for a couple of years. He is requesting a new phone. Ruben Carriedo would like to offer a donation towards the purchase. Board approved Club purchase with David paying phone cost over the next year in monthly increments. **MMSC**
- E. Tournament pricing for BTC Tournaments** - Board voted for \$50 singles/\$30 fee for each doubles player at upcoming summer tournaments. **MMSC**

Daily Log Notes and Membership Totals and Court usage - Membership is at 1619 with an overall court usage rate for the month of March at 87%. Membership cap for BTC is at 1625.

Committee Reports

Budget and Finance (Colleen)

- **Club Finances** - There is \$122,401 in the bank at the end of March 2021. Membership income was aided by the St. Augustine boy's tennis team. Thanks to Coach Ruben for insisting the boys all purchase annual memberships. This boosted the monthly income greatly. Comparison to last year's income and overall finances is skewed for the next

three months because the Club closed down due to the pandemic in March 2020. Moving forward, Jere Batten, the Club CPA, will integrate numbers from 2019 for accurate comparison. On the expense side, painting of the stadium wall and benches along courts 7-8 accounted for a majority of costs this month. The Club finished the month with a loss of \$-2,889. Since memberships were capped on March 5 and a waiting list started, the Club lost \$22,800 in membership dues. The budget will be tweaked prior to the May meeting to reflect employee pay increases, tournament income and items that were missed when the general preliminary budget for 2021 was presented in December 2020. Club CPA Jere Batten plans to attend the May meeting to introduce herself and review non-profit principles of club accounting.

- **Facilities**
 - Stadium wall painting completed
 - LED lights in the stadium finished
 - Electrical box painting in honor of Jim Winters in the works
- **Constitution and Bylaws** - Andrew is working on verbiage for BTC Board members to have staggered terms. Ruben reviewed his rationale at the March board meeting on how this information can be presented to the Club Membership as a bylaw revision requiring a majority approval. Staggered terms will ensure "continuity and institutional knowledge," according to Janene. Andrew will propose revision at the May Meeting.
- **Employment and Personnel** - none
- **Ethics** - none

Contract and Lease

- **Cafe** - Acai Bowl is a new menu item being offered at the Cafe. Todd inquired about Vegan options. Colleen will ask Guillermo for possible Vegan menu addition.
- **Griffin Tennis** - SDCCTV pros have included Griffin Tennis with usage of BTC cameras. Geoff can now view the teaching courts 24/7 on his laptop.

Other

- **Newsletter** - Next edition May/June 2021.
- **Website** - All new tournaments for BTC have been added to the website under Calendar of Events.
- **Advertising** - none
- **Fundraising** - none

Unfinished Business

- **Canopy/sail between courts 8-9** - Janene found a new company to bid on covering between courts 8-9 called So Cal Shade. They have proposed a sail with steel cables for the cost of \$6,610. Marcos canopies are bidding on the same area, yet would have to install additional poles for \$7,601. So Cal Shade offers heavy duty fittings with a UV coverage fabric in a color of our choice. The board approved the purchase under the conditions of receiving a 3 year guarantee on installation and 12 year guarantee on fabric. **MMSC**

- **Extending Club Hours of Operation** - Colleen will send off a proposal to the City requesting permission to keep Club open an additional half hour during the week and weekends.
- **League Play at BTC** - The Board decided to deny league play at BTC until the fall 2021 at the earliest. During the July meeting, league options will be considered based on court availability. **MMSC**
- **Women's Doubles on Tuesday**
 - Esther Leeftland submitted a complaint regarding Men's Doubles Ladder and other approved programs at BTC. In summary, she wanted to see the Board 1) adopt a protocol to approve tennis programs, 2) make all rules to existing tennis programs transparent and 3) facility rules should be applied equally to all entities.
 - Colleen will get all rules and regulations of the currently approved tennis programs, as well as contact information, on the BTC website (Men's Thursday Ladder, Friday Mixed Doubles Social, San Diego Tennis Federation Friday Doubles).
 - A Women's 3.5 social at BTC should mirror the Friday Mixed Doubles with first come, first served basis. Someone will need to be in charge to organize the weekly Tuesday at 10:30 event. The social will start with three courts and may expand if there is demand. Esther will be approached to run the social if she would like to adopt this protocol. **MMSC**

New Business

- **Rearranging Tables in Clubhouse for Bridge** - Approved - **MMSC**
- **COVID procedures in Clubhouse** - All San Diego County Health Department protocols for facial covering must be followed.

Adjournment: 8:05 p.m.

The next board meeting will be May 18, 2021

