

**Balboa Tennis Club Board of Directors Meeting Minutes**  
**April 18, 2023**

**Meeting called to order at 6:37 p.m. by President Gary Smith**

**Attendees: Gary Smith, M.A. Hillier, Michelle Ford, Andrew Macfarlane, Todd Linke, Mario Suarez and Colleen Clery Ferrell.**

**Minutes Approval - Maegen Demko was absent from the meeting. The March 2023 Minutes were approved and the board member absentee. Motion made by Todd and seconded by Andrew. MMSC**

**Guest Presentations - Balboa Tennis Club member Mark Kearns submitted a petition to the Board with 50 signatures asking for the Challenge Court to be moved back to court 9. He stated that the guilty parties should be punished instead of those players who follow the rules and don't cause any problems. He cited his own health issues for not wanting to wait on court 11 or walk to court 22 to play on the Challenge Court. Colleen will get back to Mark with the Board's decision.**

**President's Comments (Gary Smith) He appreciates all the efforts of the Board in helping out the cause for his son Ivan. "You are all very good friends. We will make it. I appreciate all you are doing. It's making an impact on Ivan's life."**

**Club Director's Report (Colleen Clery Ferrell):**

- A. 100 Year Celebration - Colleen distributed a tentative time schedule for the Board. After a brief discussion, Andrew suggested it would be best if a committee was formed to make the additional decisions. Mario, M.A. and Michelle offered their time.**
- B. Internet Woes - Switch to Square Credit Card Processing - The past month in the Reservations Office has been very challenging due to continuous AT&T internet issues. Verizon was added as an additional internet account. Colleen is gathering information to upgrade the Point of Sale system at Reservations. The current system is 12 years old and needs to**

be updated. The company Clover is compatible with Wells Fargo Merchant Services. More details at the May Board Meeting.

C. **No Shows and Double Bookings** - Numbers were cut in half during the first two week period due to emails and punitive consequences.

D. **SCTA Requests for Courts** - The Club has limited availability to offer outside court rentals with 81% court usage in the month of March.

E. **Membership Totals** - Total Membership: 1567, Waiting List: 422, Court Usage: 81% (which is very high).

### **Committee Reports**

#### **A. Budget and Finance (Colleen)**

- There is \$229,004 in the bank. For the month of March, daily permits and outside court rental were down as expected with the amount of rain during the month. Memberships exceeded expectations at \$13,000. Overall income for the month finished +\$12,000. Expenses were high as the stadium cleaning and painting projects were completed. Overall net income finished at +\$4821 before depreciation. For the Year to Date (YTD), the Club finished the month at +\$4536. The Budget is currently at 30% of year end totals. Treasurer Michelle Ford approved of the financial analysis for March 2023.

B. **Facilities** - Windscreens have been ordered for courts 1&4 to replace those that were damaged in the storms this past winter.

C. **Constitution and Bylaws** - none

D. **Employment and Personnel** - Executive Session

E. **Ethics** - none

#### **Contract and Lease**

- **Cafe** - none
- **HJKventure** - none

#### **Other**

- **Newsletter** - July 2023
- **Website** - The City requested that BTC Disciplinary Procedures be available for viewing on the Club website. This request has been fulfilled.
- **Advertising** - none

- **Fundraising - none**

### **Unfinished Business**

- **US Open Raffle for Ivan Smith - M.A. asked the board members to reply total number of sales from selling raffle tickets the past month. The current amount of money raised is \$14,115. The goal is \$100,000. The president of the SCTA requested that the information on the current flyer for the raffle with 2 tickets to the President's Box not be shown on social media. A new flyer has been made with this information replaced. M.A. also asked that Board members and anyone else that sends out the flyers to family and friends to preface their emails with this statement: *"Anyone's life can be changed in a moment's time, this happened to Ivan - who went from being a promising collegiate player to a person who will spend the rest of his life as a quadriplegic in a wheelchair. You may not know him, but you may know someone like him...we are asking for YOUR HELP."***

**New Business - Board approved a request from the Monday Senior Group for an additional court each week from 9:00 a.m. - 10:30 a.m.**

**Adjournment - 7:48 p.m. Next Meeting is May 16, 2023**