

Balboa Tennis Club Board of Directors Meeting Minutes

August 18, 2020

Meeting called to order at 6:33 p.m. via Zoom

Attendees: Janene Christopher, Gary Smith, Todd Linke, M.A. Hillier, Andrew Macfarlane, Ruben Carriedo, Michelle Ford, Colleen Clery Ferrell and Guest Presenter Eileen Heckler

Minutes Approval: M.A. had a question on the minutes and Janene also wanted to include congratulating Colleen on her 15 years as Director of Balboa Tennis Club. Todd explained about usage of the comment's box when editing the minutes on Google Drive. Todd will make the requested changes and resend for official record. **MMSC with corrections**

Guest Presentation - Eileen Heckler introduced herself as a 15 year member of Balboa Tennis Club. She said she is astounded by the number of people not wearing masks or not wearing them properly. She cited several members who offer excuses why they can't put the facial covering up over their nose or wear a mask due to physical reasons. She would like the Board of Directors to block off usage of the benches and start to take appropriate action against people who are ignoring face covering mandates. She suggested suspending membership for 2 weeks, then a month, then upon the third strike to revoke their membership. She said it "breaks her heart" that there are "tons of people" at Balboa sitting close to each other on the benches without proper face covering. She also mentioned that the Griffin Tennis Clinics were "ridiculously packed" on the weekends. The Board will discuss these issues in Executive Session.

President's Comments (Janene Christopher) - The panels for the front gate from Megla Manufacturing Co. have been submitted. The side panel to close up the small opening between the fences and Pro Shop area will be an additional charge.

Club Director's Report (Colleen Clery Ferrell)

- A. **LED Light Update** - Lights are working great, yet not much change in the bills because additional lights were added. In addition, there are still metal halide lights on lower courts and stadium which are consuming the same amount of energy as they always have, therefore not contributing to any energy/cost savings.
- B. **Vandalism of overhead canopies and lock box behind court 18.** - Homeless individuals have been stealing rope that holds the canopies up. Solution is to use cables instead of rope. Vandals broke into a locked electrical box behind court 18 and pulled out the fuse causing all electricity in buildings to go off. SDG&E came to the Club immediately and fixed the problem. Box has been resecured.
- C. **Facial Covering Complaints** - Covered in Guest Presentation
- D. **Barnes Tennis Center Reopening/Membership/Junior Program** - New CEO and GM Ryan Redondo making great changes at Barnes. Juniors have always been their

emphasis, yet now adding an adult membership. Their new pricing is just below BTC membership pricing with a \$50 initiation.

- E. **Tournaments at BTC for 2020 and Leagues** - Todd mentioned that 32 people signed up for the October SDTF Tournament, yet he agreed that due to safety reasons, it should be cancelled. Ruben made a motion to cancel all tournaments until the State of California gives the ok to allow group gatherings. In the best interest of the Club, this decision was made. The Board discussed the possibility to cancel tournaments for the remainder of 2020. **MMSC**. Whether leagues will be permitted is still being discussed by Southern California Tennis Association.
- F. **“Double Booking” Question and Men’s Ladder Courts reserved at 10:00** -
- The Board agreed that member’s “double booking” of courts is very involved. Board suggested adding to weekly Club Update that members who double book courts run the risk of losing the second reservation depending upon demand.
 - Received a complaint from a member who thought that men playing in the ladder league should not be able to book courts for warm-up. Gary went on Tennis Booking and cited several early morning courts that were available prior and during Men’s Ladder. Gary commented that Larry is doing an amazing job with the Men’s Ladder. No additional restrictions for members booking courts prior to the start of the ladder will be imposed.
- G. **Report on Membership Totals** - 82 new memberships in the month of July.

Committee Reports

Budget and Finance (Colleen)

- **Club Finances** - There is currently \$98,426 in the bank, marking a great resurgence of income since the Club reopened. Daily permits (+\$2879) and memberships (+\$15,166) are way up, while court rental is down (-5340) due to tournament cancellations from the pandemic. Despite not holding the annual Balboa Open Championships, income was only down (-\$4655) from 2019. As for expenses, a plumbing problem requiring pipe blasting and additional cleanouts installed cost (\$13,438) putting a huge dent into expenses for the month. Nonetheless, Club still came out on the positive side with a net income of \$5788.
- **YTD** - Overall Club net income is +\$37,928 despite being closed for two-and-a-half months. Additional memberships and daily permit increase, along with expense cuts and payroll decrease during time the Club was closed has made the difference.
- **Budget to Actual YTD** - Overall numbers off due to no tournament income or expenses and the large donation received from the USTA. Overall though, net income finished at \$37,928, which is \$11,357 over budget.

Facilities

- **BTC Front Gate** - Design is complete. Announcement of donor to come.
- **Video System at BTC** - After 10 years, it is no longer working. Janene explained that technology has advanced from analog to digital. To get the system functional will cost

\$7200. Club needs a conversion to new technology. System will need a conversion box to convert the existing analog to digital. Board requesting an additional camera in hallway by restrooms. A revised bid/estimate will be needed. **MMSC to upgrade the video camera system.**

- **Plumbing update at BTC** - City Facilities Manager came out and had plumbing lines looked at through City camera technology. Tree roots are definitely a problem adjacent to Pro Shop. City will clean the line twice a year on a regular schedule. Clarification from Colleen on 9/13: The City assessed the tree root situation with their own cameras and concluded that by cleaning the sewer pipes twice a year, there is no need for new piping. The situation will be kept under control. Pipe cleaning for BTC will be on their semi-annual schedule.

Constitution and Bylaws - none

Employment and Personnel - Executive Session

Ethics - none

BTC Vendor Reports

Cafe - Route 6 now offering "Taco Friday" as an addition to the regular menu. A few complaints received regarding facial masking of employees were passed on to Guillermo for follow up.

Griffin Tennis - Teaching and clinics have been very busy since the Club reopened. Contractor request & guest presenter observations will be discussed further in Executive Session.

Other

Newsletter - Next edition Nov/Dec 2020.

Website - Director is keeping ever changing calendar current as more tournaments are cancelled.

Advertising/Public Outreach - ceased for year until cash flow returns.

Fundraising -

- Collection of funds in memory of Jim Apprill will be used for canopies on courts 22-24. Bench for Mario Moreano has been installed. Waiting on plaque to be completed.
- All of the green recycled bench spots have been used at BTC. Colleen and Janene took a walk around to determine if any other areas are viable for additional benches. Board members are encouraged to do the same.

Unfinished Business - Status of the Challenge Court - No change - will remain closed along with Clubhouse, bleachers and showers.

New Business

- **CIF High School tennis decision - impact on BTC** - Ruben said there was a ruling 10 days ago about combining the boys and girls seasons in the spring and having coed tennis. State Championships process and playoffs TBD. Ruben is "disappointed" if this is the final ruling because the tennis will be less competitive and more social. Also if they use the World Team Tennis format, less kids will have a chance to compete.

- **SDTF Upcoming Tournament** - October 16-18 - Discussed earlier. Board recommended cancelling the event for 2020.

Adjournment: 7:46

The next board meeting will be September 15, 2020