

## **Balboa Tennis Club Board of Directors Meeting Minutes**

**March 15, 2022**

**Meeting called to order at 6:34 p.m.**

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

**Minutes Approval:** A motion was made by Michelle to approve the February 2022 Minutes and seconded by M.A. Todd thanked Maegen for her assistance with changes made to the final copy of the February 2022 Minutes. **MMSC**

**Guest Presentation** - Cindy Driver started her presentation by stating that “We all love Balboa and that this is a huge opportunity to sign a contract with a new Tennis Director.” She began asking questions. Gary replied that the Board has experience and that certain criteria has been established. He continued saying that the Board has a good plan and a formula for evaluating the 10 applicants. Cindy also wanted to know who will be making the decision on the next Tennis Director and Gary replied that the entire Board will be voting. Cindy also asked if anyone had been recused from the voting process? Gary replied that the entire Board will be involved in the process once again. Cindy’s last question was about the Stadium Court. She wanted to know what to do when she was playing a game there and people came in to run on the stairs, which is distracting. Colleen told her that signs are posted on the stadium wall to deter people from this activity, yet the best way is to call the Reservations Desk and ask the attendant to come speak with the people on the stairs to inform them of the rule. Cindy departed once again stating she loved Balboa Tennis Club.

**President’s Comments (Gary Smith)** - The Club President said he was glad to see everyone in attendance to get the Board’s job completed.

### **Club Director’s Report (Colleen Clery Ferrell)**

- A. **Letter to the Board** - submitted by Esther LeeFlang to the Board on 3/4/22
- B. **Meeting with SCTA regarding tournaments** - Southern California Tennis Association has taken over the responsibility of approving all adult tournaments. They also control all of the junior tournaments as well and have put forth criteria and standards for tournaments and directors. This is a change from the past as the San Diego District Tennis Association used to control all the San Diego area tournaments.

- C. **La Jolla Rec Center search for Club Director** - LJTC is looking for a Tennis Director. They have enlisted a private company to aid in their search.
- D. **Signs for the backboard area and Dogi-Pot** - Signs have been posted at the backboard to let players know that this area is for tennis playing only. A sign educating those people who take bags for their dog's waste from the Dogi-Pot stand are paid for by Balboa Tennis Club and that the Club maintains the waste stand as well. Donations are accepted yet have not been received yet.
- E. **Membership Totals, Waiting List, Court Usage and Daily Log Review** - Membership is strong at 1593 with a 300 person waiting list and a 74% court usage for the month. Daily Log highlights were read to the Board.

### **Committee Reports**

- A. **Budget and Finance (Colleen)** There is \$210,282 in the bank at the end of February 2022, with 50k set aside for reserves. Court Rental from the St. Augustine boy's tennis team memberships accounted for \$2960 of the monthly income, in addition to the usual contributors of daily permits - 6k and memberships - 38,900, totaling \$52,971 for the income this month. As for expenses, the Club ended up paying an audit fee of \$7479 for our Workman's Comp Insurance policy, yet overall the month was good, finishing with a net income of \$8641. Budget vs Actual net income is at \$52,971, exceeding budgeted income by 16k. In expenses, the insurance audits and slightly higher payroll accounted for the only variances with the month finishing almost \$8,641 above budget. YTD Budget vs. Actual reflects the same theme of memberships and daily permits accounting for most of the income and insurance audits making up the big variance in expenses. The net income finished strong at \$7,560 over budget. The financials and variances for February 2022 were approved by Treasurer Michelle Ford and seconded by M.A. **MMSC**
- B. **Facilities**
  - **Roof** - Club is starting all over again in the bidding process.
  - **Awning above Court 19** - The new canopy will be financed completely by the two donors. Less steel was needed for the frame.
- C. **Constitution and Bylaws** - none
- D. **Employment and Personnel** - none
- E. **Ethics** - none

### **Contract and Lease**

- A. **Route 6 Cafe** - none
- B. **Griffin Tennis** - none

## **Other**

- A. **Newsletter** - Next edition October 2022
- B. **Website** - none
- C. **Advertising/Public Outreach** - none
- D. **Fundraising** - none

## **Unfinished Business**

- A. The Board agreed to go with the highest bid from CH Court Tech at 16k to use asphalt as the surface and to also close in the back edge of the south side where the rocks are currently located. The board wants to “do it right” yet also want a warranty of 5 years or more. A motion was made by Todd and seconded by MA. **MMSC**, only with a warranty.

## **New Business**

- A. **Survey Results from Maegen** - There were 90 people who responded to the survey that went out in the Weekly Update, which is 5.6% of the membership. Maegen detailed the results for the Board and also produced a word cloud that summarized many of the comments received. Overall, there was a strong desire for a smooth transition to the new Tennis Director. Maegen will provide aggregate data and a summary of word responses which will be added to the website for member viewing.
- B. **Mixed Doubles Ladder** - Mario has been speaking with Renee Gregorio regarding the development of a Mixed Doubles Ladder. He would like the inquiry to be added to the Weekly Update to get a feel from members regarding time, day of the week and format to see if there is additional interest.
- C. **New cameras for BTC** - Colleen expressed the need for the final five security cameras to be upgraded to high definition. The cost is \$2300. This is a security issue as the old cameras are incapable of identifying specifics. Motion made by M.A. and seconded by Michelle. **MMSC**
- D. **Outside Groups Seeking Court Rental** - Several organizations have requested renting blocks of courts from BTC as was previously done prior to the pandemic and the influx of memberships. The Board is in agreement that no outside court rentals will be confirmed unless requested during non prime time and courts are open.
- E. **BTC 100 Year Anniversary** - The actual date is June 19, which will occur on the final day for the 2022 National Open Hard Court Championships. This will be a year long celebration beginning on the official start date.

**Adjournment: 7:43 - Next Meeting is April 19, 2022**

