

**Balboa Tennis Club Board of Directors Meeting Minutes
December 20, 2022**

Meeting called to order at 6:40 p.m. by President Gary Smith

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

Minutes Approval - The Board Meeting Minutes from 11/22/22 were approved. A motion to approve the November Minutes was made by Michelle and seconded by M.A. MMSC

Guest Presentations - none

President's Comments (Gary Smith): "I am grateful to be working with this Board. I appreciate all of you." He continued speaking about an article in the UT this morning regarding the Shirley Ryan Ability Lab in Chicago, which could potentially be very helpful for his son Ivan's condition.

Club Director's Report (Colleen Clery Ferrell):

- **New Tennis Court Booking System - Colleen is working with BTC Member Don Dudley on making the conversion from Tennis Booking to Playtomic. More information will be available soon for the members in regards to the changeover.**
- **Meeting with SDG&E Representative - Michelle arranged a meeting with an SDG&E rep to examine the BTC bill and see if there were any cost cutting measures available. The court lighting is currently on a "Recreational" rate which is the best available. The rep cited different aspects of the current bill for buildings and court lighting with unknown increases that can be examined for explanation and possibly decrease usage.**
- **Daily Log Notes/Membership Totals/Waiting List/Court Usage - Membership is at 1599 with a wait list of 350. Overall court usage rate for the month of November was 69%.**

Committee Reports

- **Budget and Finance (Colleen):**

1. **There is \$208,872 in the bank at the end of November 2022, with \$100,000 set aside for reserves. At this point, there hasn't been any money set aside for court resurfacing, yet Club CPA Jere Batten noted that this money could possibly come out of the reserves if necessary. On the income side, memberships were down \$6,000 for the month, yet still up \$6000 for the Year To Date (YTD). As for monthly expenses, another portion of the stadium was cleaned for \$1,500 and utilities were also elevated at \$1,555 over 2021. The club finished the month with a net income of \$723, while YTD overall income up \$20,000. Most differentials on the expense side were tournament related as this was the first full year of consistent tournament play since the pandemic started. Overall YTD, the Club is up \$49,000. Board Treasurer Michelle Ford approved the financial analysis for November 2022 and YTD.**
2. **Budget for 2023 - A draft of the 2023 budget was presented to the Board. One topic of discussion was under the line item of advertising. BTC Treasurer Michelle Ford prefers the Inside Tennis cost for 4 quarterly ads be placed under the donation line instead of advertising because she feels the Club doesn't actually receive business from the ad. She suggested adding this cost item - 4 ads at \$650 each - to the donation line. This would make the SDDTA ad as the only cost for advertising in 2023. After much discussion, a motion was made by Andrew and seconded by Maegen to maintain support for Inside Tennis Magazine in 2023. Gary mentioned possibly looking into perhaps earning a good interest rate, with some of the Reserve. There was some concern with locking money into investments long-term. The matter will be discussed further at the January meeting. MMSD 4/1/1. The final budget for 2023 will be presented and approved at the annual meeting in January 2023.**

- **Facilities**

1. **Stadium Power Washing** - Continued in the month of November. The final portion of the stadium to be cleaned will occur in 2023.
- **Constitution and Bylaws** - none
- **Employment and Personnel**
 1. **Employee/Director Reviews - Executive Session**
 2. **David Saranglao** - He was in the hospital for a health issue and has been released. BTC staff filled in for David while he was in the hospital.
- **Ethics** - none

Contract and Lease

- **Cafe** - Turkey Shoot meal for the club social that took place this month was complimentary from Route 6 Cafe.
- **HJKventures** - They are working with the leagues to offer new clinics specifically for their teams.

Other

- **Newsletter** - July 2023
- **Website** - none
- **Advertising** - none
- **Fundraising** - None

Unfinished Business

- **AG Form for Ivan Smith Fundraiser** - Form was accidentally submitted without check. It has been resubmitted for approval by M.A.
- **New Furniture for Clubhouse** - To be delivered soon. Another verbal thank you to M.A. and the Belinsky family for the donations was mentioned by Colleen.

New Business

- **California Child Abuse and Neglect reporting (CANRA)** - Maegen brought this issue to the attention of the Board. The USTA sent out an email stating that "Many individuals working with sport clubs are classified as mandated reporters, including board members. CANRA is a law intended to protect children from abuse and neglect. Since the BTC Board members do not work directly with children, they concluded that no additional

training was necessary. A motion was made by Mario and seconded by Michelle. MMSC

- **SDTF Sunday request for booked courts** - SDTF used to depend on San Diego High School to rent courts. They are now requesting additional designated courts from BTC on Sunday afternoons. They would receive the courts complimentary, yet collect guest fees from non members who play. The lowest impact time is from 4:00 - 6:00 p.m. Todd made a motion to approve 4 courts at this designated time for SDTF play. Andrew seconded the motion. MMSC

Adjournment - 7:30 p.m. Next Meeting is January 17, 2023