

**Balboa Tennis Club Board of Directors Meeting Minutes
December 19, 2023**

Meeting called to order at 6:32 p.m. by President Gary Smith, at Puesto Restaurant, before a holiday meal celebration for the BTC Board of Directors.

Attendees: Gary Smith, M.A. Hillier, Todd Linke, Mario Suarez, Andrew Macfarlane, Maegen Demko and Colleen Clery Ferrell. Michelle Ford was absent from the meeting due to illness.

Minutes and Absence Approval - A motion was made to approve the November 2023 Minutes and Board Meeting absence by Maegen and seconded by M.A. MMSC

President's Comments - (Gary Smith) He read a letter that Michelle Ford wrote about the strengths of each Board Member and Club Director Colleen. Gary said he feels blessed to have everyone on the board as friends, working together for the betterment of Balboa Tennis Club. He commented that this doesn't always happen in many organizations and that Colleen is the "glue."

Club Director's Report (Colleen Clery Ferrell):

- A. Maegen's Charitable Donation to BTC with Matching Funds - BTC Board Member Maegen Demko donated \$500 to BTC and the company she works for - Merck - matched the donation.**
- B. Members Teaching on the Stadium Court - Not an issue the Board wants to address at this time.**
- C. Volunteer SD Police Banner - Hanging of the banner at BTC approved pending the size.**
- D. Cleaning and Landscape Service for 2024 Fee Increase - Approved**
- E. Membership Totals - Total Membership: 1655
Waiting List: 216, Court Usage: 74%**

Committee Reports

- A. Budget and Finance (Colleen)**

- **The Club has \$212,057 in the bank at month end. A total of \$100,000 is Board designated. The CD purchased five months ago is about to mature. So far it has yielded \$1,163 interest. Discussion ensued regarding rolling it over and adding another \$25,000, per the recommendation of the Club CPA Jere Batten. Mario will make an appointment with Wells Fargo the following week to discuss the issue with a banker. Memberships were strong this month, up \$9,000 over 2022. Increased income from the Turkey Trot Social that included a tournament produced \$1,415 revenue. Overall for the month of November, the Club income was up \$11,000. One of the significant expenses for the month was the purchase of a new AED battery under the office supply line item. Overall the Club netted \$10,000 in net income for November 2023. Year to Date (YTD) totals will be discussed at the January meeting when all the income and expenses for the year are tallied. A budget draft for 2024 was distributed and will be examined in more detail at the Annual Meeting.**

B. Facilities - none

C. Constitution and Bylaws - none

D. Employment and Personnel - none

E. Ethics - None

Contract and Lease

- **Cafe - none**
- **HJKventure - Policy for Pros using BTC Tennis Courts - Based on availability. The Pros are unable to book courts unless they have a BTC membership or are playing recreationally with a member. When in a bind and in need of an additional teaching court, if there is an open court with no courts booked on either side, this is a possibility. The Club Director will make the final decision.**

Other Issues

- **Website - none**

Unfinished Business - none

New Business

- **BTC Waiver** - Vice President Andrew Macfarlane approved removal of COVID language in the BTC waiver.
- **Adjournment** - 7:10 p.m.
- **Executive Session: Employee Bonuses for 2023**

Next board meeting is January 16, 2024.