

**Balboa Tennis Club Board of Directors Meeting Minutes
February 18, 2025**

Meeting called to order at 6:39 p.m. by President Gary Smith in the Balboa Tennis Clubhouse.

Attendees: Gary Smith, Maegen Demko, Mario Suarez, Andrew Macfarlane, Michael Massaro and Colleen Clery Ferrell.

Approve Minutes and Vote on Board Member Absences - A motion was made by Mario and seconded by Michael to approve the January 2025 Board Meeting Minutes and approve the absences of Angie Crawford and Charles Hamori. MMSC

Guest Speaker - none

President's Comments - (Gary Smith)

"The Club continues to move forward - step by step - with continual improvements."

Club Director's Report (Colleen Clery Ferrell)

- A. Reservations Phone Service** - Due to continual problems in the past three months, it was decided to leave Verizon's One Talk system and get AT&T cell phones instead to avoid interruptions to service.
- B. Special Use Permit with City Inspection** - The new Area City Manager for BTC - Anthony Harrington - came to BTC for an inspection prior to issuing the new Special Use Permit which is due in April 2025. No issues.
- C. Group Tournament Bookings** - Groups will be limited to a 15 court maximum for all tournaments moving forward to allow more courts for member usage during events.
- D. New Copy Machine in the Reservations Office** - The Konica Minolta Machine used for 9 years was deemed unusable and is being replaced with a similar machine from the same company.
- E. Membership Total** - 1,688
- F. Waiting List**: 86
- G. Court Usage**: 76%

Committee Reports

A. Budget and Finance (Colleen)

- The Club has \$252,141 in the bank at year end with \$125,849 in CDs. For the month of January, daily permits were increased due to the nice weather and memberships were higher as well by \$6,700. Longtime member Cal Montgomery donated \$2,000 to BTC. The Pro Shop/Tennis Teaching Rent is now at the original contract bid of \$4,000 per month. Overall the club made \$12,000 compared to January 2024. On the expense side, all the courts were washed because January was a very dry month and they were dirty - costing \$2,000. The final restroom repairs were made in the ladies and men's rooms including drywall repair - \$12,000. Good news also that utilities from SDG&E were \$1,000 less than last year. Overall a very positive January from the financial aspect. The 2025 budget was adjusted for insurance to \$30,000 as suggested in the December 2024 meeting.

B. Facilities

- **Plumbing Update** - Both restroom projects completed with positive results. No more leaks.
- **Windscreen Replacements** - Several screens around the courts are fraying. They will be replaced one section at a time where needed.

C. Constitution and Bylaws - A sheet with all the Board roles for officers and committees was enclosed in the packet and sent via email.

D. Employment and Personnel - none

E. Ethics - none

Contract and Lease

- **Route 6 Cafe** - New furniture is scheduled for March 2025.
- **HJK Ventures** - Tennis Director Hiromi Sasano and General Manager Matt Previti have assumed all responsibility for University City Racquet Club. There is nothing in the contract between BTC and HJK Ventures preventing the takeover. As

long as there is “no impact” on the business at BTC, the Board approves.

Unfinished Business

- **Security Lights** - The Club electrician has been dealing with personal issues and unable to finish the increased lighting project for the stadium area.
- **Clubhouse Chair Replacements and Tables Request** - A photo and bid were included in the packet to purchase five new leather chairs and two table replacements for the Clubhouse. A motion was made by Mario and seconded by Maegen to move forward. MMSC
- **New BTC Website for 2025** - This is a project for the upcoming months to be spearheaded by Maegen Demko. She has a friend that could be hired to do a flyover. Prior to the meeting, Angie gave her approval for the suggested company - Clickmatix - and wants to have a virtual suggestion box that Board Members can read at their convenience.”This would give club members a place to communicate directly with the Board.” There are more decisions to be made regarding content and focus of the website. There were questions on whether Hiromi would like to pay to have more presence on the BTC website. Michael asked for a few more weeks to research the suggested company prior to giving his approval. Mario suggested the date of March 7 to hear additional feedback from Board Members regarding whether to move forward with Clickmatix.

New Business

- **\$2,000 Donation** - Colleen made a suggestion to use the donation for a new ball machine. - denied
- **Men’s Ladder** - The group leader - Jeffrey Newton - is requesting two more additional courts each week because of the popularity. Mario made a motion to approve and Michael seconded the motion. MMSC (Mario later said he mentioned prior to the motion that these additional courts would be only on lower courts. This input was not recorded in the minutes, but granted.)

Adjournment - 7:53 p.m

Next Meeting is March 18, 2025