

Balboa Tennis Club Board of Directors Meeting Minutes

July 21, 2020

Meeting called to order at 6:31 p.m. via Zoom

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

Minutes Approval: Janene mentioned that her name was spelled incorrectly under President's Comments. Ruben made a motion to approve the June 2020 BTC Board Meeting minutes with the correction to Janene's last name. **MMSC**

Guest Presentation - none

President's Comments (Janene Christopher) - Janene congratulated Colleen for her BTC anniversary.

Club Director's Report (Colleen Clery Ferrell)

- A. **Junior Fund follow up** - Account has been closed. Balance of \$811.36 will be distributed to Griffin Tennis. Tennis Lovers for Charity is 501c3 used by Geoff for donations moving forward.
- B. **Virtual Tournament Desk/USTA** - Director training/TDM - Due to Coronavirus pandemic, USTA coming up with virtual tournament desk option for directors. Colleen attended a zoom session to learn about the possibility of using this system for upcoming tournaments. She also commented on National Tournament Director Meeting which used to be three day sessions in Florida and Texas and are now three day Zoom sessions. Times have changed with current pandemic and the USTA is saving money with virtual meetings.
- C. **Brinker Sponsorship for Balboa Open** - Cindy Brinker Simmons and Brenda Bottum contributed a total of \$5000 for tournament sponsorship. Regular time slot for the tournament has been cancelled. There is still a possibility of holding the tournament in September when the San Diego Metropolitan used to be held. If not, the sponsorship funds will be deferred until 2021.
- D. **Reservations Desk** - The Board wants to keep the 2-minute rule at check in for all members. They must come to the desk to secure their court and if they are late, the court will be given away after two minutes to players waiting.
- E. **Personal Trainers on BTC premises** - Confirmed by District Manager Susan Lowrey Mendoza that they are not allowed to hold classes on BTC premises.

BTC Log Notes - Several security issues were cited. Michelle stated she will purchase some mace spray for Sunja at the Pro Shop and the Reservation staff.

Committee Reports

Budget and Finance (Colleen)

- **Club Finances** - There is currently \$88,165 in the bank, marking a great resurgence of income since the Club reopened. Daily permits (+\$4300) and memberships (+26,000) are way up, while court rental is down due to tournament cancellations from the pandemic. A large donation from the USTA for the LED light installation and court padding was received for \$22,500. As for expenses, advertising has been curtailed until club finances get back in order. Directors and Officers insurance escalated 1k due to COVID-19. Repair and Maintenance and utilities were both down and added to overall income for the month to be up 45k over 2019.
- **YTD** - daily permits and membership numbers are still slightly under 2019, yet may catch up with increased popularity of tennis during pandemic. Budget to Actual - Overall numbers off due to no tournament income or expenses and the large donation received from the USTA. Also payroll is way down from when the Club was closed as club director was the only person on payroll. Overall expenses down \$44k. Net income YTD at \$31k.
- **Club CPA Jere Batten** commented that BTC made a "remarkable turnaround" in finances since reopening the club. No Board action is recommended to restrict funds at this time. Budget revision not necessary at this point as there still may be some tournament action before the year is completed.

Facilities

- **BTC Front Gate** - Janene is requesting additional photos of the donor's mother to complete the project. Colleen offered to follow up with this request.
- **Fans in the Restrooms** - Kirk from G-Force Electric was able to find the proper switch so fans didn't have to be replaced for a savings of 2k.
- **Pipe Blasting** - Contacted City Facilities Manager Marie Wiggins regarding plumbing issue. Sending scope of work needed to City to see if Club can get any financial assistance moving forward with the project.

Constitution and Bylaws - none

Employment and Personnel - New Reservation Attendant is Ivan Carter. He is very personable and enthusiastic, as Michelle confirmed. He's offered to cover some hours for Alex and wash courts as well. Ivan is also a freelance sports journalist who was recently published in the Union Tribune.

Ethics - none

BTC Vendor Reports

Cafe - Route 6 Cafe is now taking orders over the phone and is offering wifi for regular patrons. Janene inquired about lock for Cafe ice machine to prevent people from using hands in the machine to grab ice. Colleen will follow up with Guillermo.

Griffin Tennis - Teaching and clinics have been very busy since the Club reopened. Parent camp issue forwarded to the Board was resolved.

Other

Newsletter - May/June issue published. Next edition Nov/Dec 2020.

Website - Anonymous person looking at our website suggested donation area list how the money will be used. Board decided to keep the current page as is, yet have certain projects earmarked. Top facility priorities are lower court canopies, resurfacing and new video camera system.

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

Fundraising - Collection from Club members and family of Mario Moreano netted \$1500 - enough to purchase a bench in his honor. BTC member Jim Apprill also passed away recently and his family is requesting memorial donations for BTC . Larry Calder recently donated \$500 to start a collection to replace the canopies on courts 22-24.

Unfinished Business - In Executive Session

New Business

- **Talking, teaching and spectators on the court** - Ruben said "tennis is a game of etiquette and conversations should be kept to a minimum." Michelle added that volume should be kept down. Todd mentioned that BTC is a public facility where there is noise all around. The Club is where he sees his friends and is about having fun. Board agreed the issue is a case by case matter. They all agreed there should be no additional spectators on the tennis court until further notice, especially during this time of the COVID 19 pandemic. Players should also be reminded to exit the court immediately.
- **SDTF Upcoming Tournament** - August 8-9, 15-16. This will be a Club tournament with all COVID 19 precautions of social distancing and facial coverings followed. Ruben marked the seating area above courts 19 and 22 for six foot distancing. The Club approved of the event.
- **CIF High School Tennis** - All sports merging with winter sports. Boys and girls tennis will be played at the same time. Details TBD. Saints boys team will have court preference as all are Club members.
- **Possibility of Opening Bleachers at Social Distance** - initially approved yet revoked due to current state of Coronavirus in California.

Adjournment: 7:42

The next board meeting will be August 18, 2020

