

**Balboa Tennis Club Board of Directors Meeting Minutes**  
**March 19, 2024**

**Meeting called to order at 6:40 p.m.** by President Gary Smith in the Balboa Tennis Clubhouse.

**Attendees:** Gary Smith, Todd Linke, Mario Suarez, Andrew Macfarlane, Maegen Demko, Angie Crawford, Charles Hamori and Colleen Clery Ferrell.

**Approve Minutes and Vote on Board Member Absence** - A motion was made by Charles to approve the February 2024 Board Meeting Minutes and seconded by Angie. MMSC

**President's Comments** - (Gary Smith) He commented that everything is running smoothly. Gary read the booklet passed out by Board Member Charles Hamori at the February meeting - **The Governing Board** - which outlined the key responsibilities for Association Boards and Board Members to serve effectively. Charles added that "mutual respect and trust once the board decides on an issue" is paramount.

**Club Director's Report** (Colleen Clery Ferrell):

- A. National Open Sponsorship** - Past and new sponsors of this tournament are currently committing to the upcoming event. A flyer was included in the member packet to explain the different levels of sponsorship.
- B. Palm Tree Cutting** - Completed at BTC
- C. Bank Meeting** - Gary, Mario and Colleen met at Wells Fargo Bank to add Gary on as a signer and open up a \$25,000 CD.
- D. Membership Totals** - Total Membership: 1690  
Waiting List: 203, Court Usage: 79%

**Committee Reports**

**A. Budget and Finance** (Colleen)

- The Club has \$281,299 in the bank with \$100,000 as Board designated funds. Daily permits were up 21% in the month of February despite rain. Memberships were also up by nearly 3,000. On the expense side, squeegee

**purchases and metal halide light bulb replacements on the lower 6 courts accounted for the increased expenses. The SDG&E bill in February was lower than last year by \$668, which is a good sign since opting out of CCA - Community Choice Aggregate. YTD totals are very positive on the income side despite an extremely rainy two months. Net profit overall for the year shows +\$16,000. P&L Budget vs. Actual shows 16% of the overall budget accounted for thus far in 2024.**

**B. Facilities - There are pot holes from winter rains on courts 14 and stadium that will need to be repaired prior to resurfacing in November.**

**C. Constitution and Bylaws - none**

**D. Employment and Personnel - none**

**E. Ethics - none**

#### **Contract and Lease**

- **Cafe - The Cafe is responsible for cleaning the patio.**
- **HJKventure - Hiromi requested for the windscreens to be rolled up for the safety of her students during the winter months when moisture accumulates behind the courts. Soon they will need to be put back up. The Board agreed this is an expense to be paid by HJK.**

**Unfinished Business - Colleen read an excerpt in the Governing Board on the "Markers of a Board Culture of Candor and Respect."**

#### **New Business - League Priorities**

- **Not more than 6 courts will be assigned at one time for league.**
- **Captains for four or more seasons receive a one year free membership for the following year.**
- **Dilemma regarding who has priority from season to season to be team captains. More members are asking to captain teams.**
- **Andrew suggested favoring regular captains who have followed through with the rules and have shown consistency.**
- **Colleen was asked to write up a policy.**

**Adjournment - 7:43 p.m. Next meeting is April 16, 2024**