

**Balboa Tennis Club Board of Directors Meeting Minutes  
May 16, 2023**

**Meeting called to order at 6:37 p.m. by President Gary Smith**

**Attendees: Gary Smith, M.A. Hillier, Andrew Macfarlane, Todd Linke, Maegen Demko and Colleen Clery Ferrell.**

**Minutes Approval - Michelle Ford and Mario Suarez were absent from the meeting. The April 2023 Minutes were approved with a change in unfinished business regarding the total number of sales for the US Open Raffle. The board member absentees were also approved. Motion made by Maegen and seconded by M.A. MMSC**

**Guest Presentations - none**

**President's Comments (Gary Smith) He said he appreciates all the work that has gone into the US Open raffle for the benefit of his son Ivan.**

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

- A. 100 Year Celebration - Currently working on the five p's in preparation for the big day - proper planning prevents poor performance. Food, decorations, music and the program booklet are all being finalized in preparation for the celebration on the 21st of May.**
- B. City Meeting and Special Use Permit (SUP) - All the clubs in San Diego that are on the same SUP as BTC, met on a Zoom call to discuss a strategy moving forward. Andrew commented that BTC needs to cooperate with the City in regards to the permit process. He also requested to get involved with the city coordinator for the SUP's. Andrew said the City has a right to terminate the current SUP contract in 30 days.**
- C. Rats in the Clubhouse - A new pest control company came to the Club and offered suggestions on keeping the rats out. No new pest service has been signed on yet. The situation will be monitored.**

**D. SCTA Requests for Courts - March 8-9, 2024, Friday - Saturday, 9-12 courts - Approved.**

**E. Membership Totals - Total Membership: 1591, Waiting List: 422, Court Usage: 75%**

### **Committee Reports**

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

- There is \$236,667 in the bank. For the month of April, court rental was up due to fees received from the St. Augustine Tennis Team court fees. Memberships were up slightly (+\$3,000). There was also \$5,750 in tournament income from the L6 Junior Tournament run by Hiromi for the first time in April. Overall income for the month finished +\$9,000. Expenses were in line and the month finished with +\$5,000 in total income. For Year to Date (YTD), the Club finished at +\$10,000. The Budget is currently at 40% of year end totals and on target.
- The Board voted to request a basic profit and loss statement and balance sheet from HJKventure for 1/1/23 - 5/31/23 prior to the June 20 board meeting. A motion was made by Todd and seconded by Maegen. MMSC
- Assistant Club Director David Saranglao is taking a two week vacation in June. This is his first vacation in 8 years of working at BTC. The Board voted to give him a 2 weeks paid vacation (80 hours). A motion was made by Todd and seconded by M.A. MMSC

**B. Facilities - The land lines at BTC are being phased out.**

**Wireless Verizon is replacing AT&T antiquated phone lines.**

**C. Constitution and Bylaws - none**

**D. Employment and Personnel - Timur Sabirov has been hired and Tommy Gilcrest has been rehired after being away at college. Long time employee Robert Pe is cutting back on hours and will act as a fill in at the Reservations Desk.**

**E. Ethics - none**

### Contract and Lease

- **Cafe** - Guillermo Sanchez is off to Mexico to visit his ill grandfather. Route 6 will be unable to provide food for the 100 year celebration. An outside caterer has been secured.
- **HJKventure** - All BTC Pros have offered to donate a one hour lesson for the 100 Year Celebration raffle.

### Other

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

### Unfinished Business

- **US Open Raffle for Ivan Smith** - M.A. reported on the amount of money raised at this juncture for the raffle - \$6,662 from the SCTA and \$21,422 overall. She is hoping for more donations to flow in prior to the celebration and also on the 21st. She and Michelle will be selling tickets as people arrive at the celebration. M.A. also wants to make sure the tennis pro certificates for lessons are on paper to be handed out with directions on how winners will book their winning lesson.
- **No Shows for YourCourts** - Board members reiterated their support on policy to hold accountable those with reservation system No Shows. They all agreed that the punishment will be no utilization of the online system and no phone in reservations either.
- **BTC Challenge Court and Ultimate Challenge Court** - The regular Challenge Court will remain on court 5. A log will be kept to record incidents that occur. The reservation attendants will not be responsible for scoring disputes. The Ultimate stays on court 8 with "Play at your own risk" parameters. A 4.5 level of player and above is suggested.

### New Business

- **Designation for Wells Fargo Bank Key Executive** - Michelle Ford. Michelle will be replacing Janene Christopher who is still listed on the account as a key executive. A motion was made by M.A. and seconded by Todd. MMSC

- **Men's Group on Tuesday from 12:00 - 2:00 p.m.** - The group will be renamed "Friend's Group." Courts 6, 7, & 8 will be designated for play on a first come first served basis.
- **POS System at Reservations** - Upgraded to Clover system for increased functionality and much better reporting on transactions at Reservations.

**Adjournment - 8:17 p.m. Next Meeting is June 20, 2023**