

Balboa Tennis Club Board of Directors Meeting Minutes

November 17, 2020

Meeting called to order at 6:35 p.m. via Zoom

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

Minutes Approval: M.A. suggested a few corrections to the Club Director's Report of the October 2020 Minutes and the Board agreed. Todd made the corrections immediately. **MMSC with corrections.**

Guest Presentation - Robert Dengler submitted a letter to Colleen in lieu of not being able to attend the board meeting in person. Colleen emailed the 6 page document to the board members prior to the meeting. In addition to several items regarding club operations that he wants clarification on, Dengler most importantly requested special consideration for booking courts since he is 92 years old, a 39 year member of BTC and unable to use the Tennis Booking system due to computer skill deficiency. He is at the reservation window each day he plays beginning at 7:15 a.m. where he helps assist reservation agent Alex Djordjevic get set up in the morning. He is requesting special preference for reservations at 7:44 a.m. before Tennis Booking goes live to 1600 plus members. Request denied by the board. **MMSC**

President's Comments (Janene Christopher) - The front gates (designed by Janene, with assistance from Steinberg Hart staff) are being installed on 11/18/20. They are currently being powder coated. This finish will allow any graffiti to be removed with solvent. Dedication quote for Barbara Gregorio will be added prior to installation. Colleen added that a small dedication gathering will meet at 12:15 p.m. on 11/24 to celebrate the "surprise" gate with Barb G and her daughter Rene, who funded the project.

Club Director's Report (Colleen Clery Ferrell)

- A. **New Member info sheets being distributed per board and member request** - These include the current Rules and Regulations, Etiquette policy, Code of Ethics and Discrimination policy as well as Tennis Booking information.
- B. **CPR Class through San Diego Project Heartbeat** - This is a complimentary class and will be attended by staff. Current certification expires in February 2021.
- C. **Emails to members regarding NO SHOWS** - These are sent out daily. So far, there have been less no shows with notification to violators of pending penalties.
- D. **Employee Wellness Program** - Colleen has offered BTC Boot Camp -- which takes place on Thursdays at 12:30 on the stadium court -- to employees as part of BTC Wellness Program. So far, Ivan Carter has been attending.
- E. **Outside Groups Wanting to Book for 2021** - Board agreed on "Wait and See" process. All group requests will be considered beginning January 2021.

- F. **Membership Totals** - Club membership is currently at 1623, an all time high. Court usage sheets included in board member packet per request from Ruben. Court usage close to 80% all month.
- G. **Daily Log** - Board discussed Saturday men's group booking courts. There was a complaint about the players gathering on the court before playing and entering the courts without respecting play on adjacent courts. Colleen spoke with the head of this group and explained protocol. The Board decided the group was operating within Club rules. They will be monitored should any problems arise or complaints surface in the future.

Budget and Finance (Colleen)

- **Club Finances** - There is currently \$99,924 in the bank. Daily permits for the month up \$2513 and memberships up \$18,603 over 2019. Payroll expenses in October are slightly higher due to individual increases and court cleaning. There were plumbing issues in the men's room that spiked increase in repair and maintenance line for the month. Overall, the Club finished the month with a positive net income of \$18,312 over 2019.
- **YTD** - Daily permits, donations, memberships continue to dominate income for 2020. Despite closure of 2½ months, Club income is up overall \$5472. As for expenses YTD, janitorial, payroll and utilities are still less than 2019 with closure from COVID-19. Repair items such as plumbing, additional video cameras and merchant service fees are all higher in 2020. Despite the increases, the Club finished October YTD with a net income of \$57,375.
- **Budget to Actual YTD** - With Colleen's suggestion, Board agreed to use numbers for the latter half of 2020 to compute budget for 2021 in anticipation of limited tournaments, court rentals and leagues in the first half of 2021 due to the pandemic.

Facilities

- **BTC Front Gates** - Discussed earlier in President's Comments.
- **SDCCTV Pro Video Recording System at BTC** - Colleen explained to the Board that another PTZ camera is needed, in addition to 6 replacement cameras. The PZT camera will rotate around and span courts 1-4, 11-14, which was a camera the Club had before and is missed by staff. For security reasons, she feels this camera is a necessity. There is \$4,000 available in the GSDCTC account and she requested \$3613 from the BTC account to complete the project. **MMSC**

Constitution and Bylaws - none

Employment and Personnel - none

Ethics - none

BTC Vendor Reports

Cafe - Route 6 patio furniture is on backorder..

Griffin Tennis - none

Other

- **Newsletter** - Next edition Nov/Dec 2020. Will be ready soon.

- **Website** - none
- **Advertising** - 4 ads for Inside Tennis magazine in 2021 were approved for \$2060
- **Fundraising** - none

Unfinished Business

- Club Opening considerations for showers, bleachers, benches, and clubhouse - No changes due to San Diego falling back into "purple tier" with additional city, county and state restrictions.
- Wooden court signs - will revisit in 2021

New Business

- **Members practicing serves on courts by themselves** - Board feels they have the right to rent the court as long as they only use a maximum of four balls and don't bother adjacent courts. This practice is allowed.
- **San Diego Tennis Federation Friday Night Doubles** - they want approval to switch courts by using different pairings. Approved to move forward with format.

Adjournment: 8:07 p.m.

The next board meeting will be December 15, 2020