**Balboa Tennis Club Board of Directors Meeting Minutes**

**September 21, 2021**

**Meeting called to order at 6:32 p.m.**

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

**Minutes Approval: The August 2021 Board Meeting Minutes were amended to reflect a timechange to 7:44 a.m. and 59 seconds before tennis reservations are made on Tennis Booking app. Minutes approved with change. MMSC**

**Guest Presentations - Executive Session**

**President’s Comments (Janene Christopher) None**

**Club Director’s Report (Colleen Clery Ferrell)**

**A. Court signs and meeting with Philanthropist - Colleen met with a non-member who wanted to purchase a court sign for her husband. This discussion led to her thoughts on club donors and potential contributions. Board suggested new furniture for the Clubhouse as an option for contributors.**

**B. Banners at BTC - The cost of hanging a banner at BTC is $500 per year. More members are requesting this form of advertisement. Club Director to provide “standards” regarding size and locations so prospective “buyers” understand our guidelines.**

**C. Blue Canopies for courts 8-9 - Approved by the Board. MMSC**

**D. Intersectional players from BTC - Player stipend approved: $50 each for 7 players. MMSC**

**E. Daily Log Notes and Membership Totals and Court usage - Membership is at 1601 with cap being 1625. Overall court usage rate for the month of August at 74%.**

**Committee Reports**

**Budget and Finance (Colleen)**

**● Club Finances - There is $154,154 in the bank at the end of August 2021. Excessive income of $18,420 in outside court rental came from the 16/18 Girl’s National Championships and San Diego Tennis Federation annual tournament. Also the last contribution from the estate of Jack Grace came through for $2,296. Major expenses for the month included Cafe plumbing repair, light bulb replacement for the lower courts and landscape costs. Overall net income for YTD finished at $41,232, mostly due to memberships, daily permits, outside court rental and tournament income. YTD Budget to actual Income is at $63k over budgeted figure which is a combination of membership, daily permits and tournament income. Expenses are way off because tournaments for 2021 were not budgeted properly due to the uncertainty. Net income for YTD Budget to Actual is plus $41,232 resulting in a $52,054 differential.**

**● Facilities**

**Huge plumbing problem this month due to people putting paper towels and other objects in the toilet. Line needed to be hydro flushed for $6800, similar to the process last year that cost $13,000. Club needs City involvement to actually fix the problem and they have been alerted. BTC is in the system waiting on service. In the meantime, the Board agreed to have hand dryers installed so paper towels won’t be an issue. Colleen suggested Dyson hand blowers and included estimates. Janene is doing research for other brands she says will dry more quickly, be eco-friendly and efficient. The estimated cost is $700 per dryer. MMSC**

**● Constitution and Bylaws**

**An election committee has been formed with Jeffrey Newton and Barb Shaw - both BTC members in good standing - volunteering. There are currently seven candidates interested in running for the BTC Board of Directors, with four members of the current board representing Class II that will rollover for another term. The slate will be presented to the Board at the October 19 meeting for approval. The voting period will be from November 1 until December 15. The Election Committee will count the votes and make an announcement to the Club with the new Board for the 2022-2023 term.**

**● Employment and Personnel - none**

**● Ethics - Executive Session**

**●Contract and Lease**

 **Cafe -none**

**● Griffin Tennis – none**

**Other**

**● Newsletter - Next edition December 2021.**

**● Website -none.**

**● Advertising - none**

**● Fundraising - Larry Calder generously donated $500 to the Club. He agrees that new overhead canopies would be a good place to use the funds. Hopefully the canopies will start a trend for others to donate so they can all be replaced around the club.**

**Unfinished Business - Janene commented that we need to keep the Liability Insurance on this line item until a new policy for the Club only is found.**

**New Business - none**

**Adjournment: 8:22 p.m.**

**The next board meeting will be October 19, 2021**