

**Balboa Tennis Club Board of Directors Meeting Minutes
September 19, 2023**

Meeting called to order at 6:38 p.m. by President Gary Smith

Attendees: Gary Smith, Michelle Ford, Todd Linke, Mario Suarez, Andrew Macfarlane and Colleen Clery Ferrell. M.A. Hillier and Maegen Demko attended the meeting via telephone.

Minutes Approval - The August 2023 Minutes were approved with the following change recommended by M.A. Hillier. "To qualify for the BTC Student Membership, the member must be taking 12 units or more." Secretary Todd Linke will add this change to the August 2023 Minutes. A motion to approve minutes was made by Michelle and seconded by Mario. MMSC

Guest Speakers - none

President's Comments - (Gary Smith) He complimented the Board on the difficult decisions they have been making, which have been right on target.

Club Director's Report (Colleen Clery Ferrell):

- A. No Show Update - The last group of 71 people who received a "No Show" notice were not penalized, only warned. The Board agreed that moving forward for the next time period, those individuals with 3 or more "No Shows" will be penalized and not allowed to use the YourCourts online system for one month.**
- B. Stipend Approval for BTC Intersectional Players - Five BTC players will be competing in Phoenix from November 6-12. A \$100 stipend per player was approved. M.A. made a motion to approve and Michelle seconded. MMSC**
- C. Court Resurfacing Beginning in October - Six courts will be resurfaced. There is \$48,000 in the budget for this project. There is an elevated lip in the slate on court 22 that Maegen requested be fixed during the upcoming project.**
- D. Membership Totals - Total Membership: 1628**

Waiting List: 267, Court Usage: 76%

Committee Reports

A. Budget and Finance (Colleen)

- **The Club has \$214,846 in the bank at month end, with a total of \$266,195 including the \$50,000 CD which is maturing this month and netting the Club an additional \$849.63. Court rental from the girls 16/18 Nationals, excessive membership income and tournament fees from the L7 Junior Girls Tournament accounted for the monthly income of Club \$59,372. Tournament expenses, plumbing issues and continuing escalation of utility bills accounted for many of the expenses, yet the Club still finished with a positive gain of \$12,743. Year to Date (YTD), the Club is up \$7080. Tournament profit for the year stands at \$14,136, which is up significantly from 2022, thanks to the efforts of Tennis Director Hiromi Sasano. The Budget is right on track with 66% of totals being accounted for thus far in 2023.**

B. Facilities - There are toilet issues in the men's and women's restrooms. The Board decided to fix the men's room and wait on the ladies room, due to the relatively more serious nature of the men's room issues. Colleen will notify the City to see if they can issue a ticket for maintenance assistance as the project will require a comprehensive overhaul. The 60-year-old wall piping is decaying/eroding. A sign in the restrooms warning members and guests to be careful of wet floors from the showers and toilets will be posted.

C. Constitution and Bylaws - An election committee consisting of BTC Members Linda Milburn and Betty Marquiz was designated. Four BTC Board Members will be completing their terms - Gary Smith, Andrew Macfarlane, Michelle Ford and M.A. Hillier, yet all have the option to seek an additional two year term. The Board requested that photos of the candidates be posted along with biographical information.

D. Employment and Personnel - New employee Adam Gusterine, recommended by Michelle Ford, is working out well.

E. Ethics - BTC Vice President Andrew Macfarlane made a requested clarification of the difference between altering the BTC Rules and Regulations vs. the Bylaws.

Contract and Lease

- **Cafe - The hallway grease trap cover was replaced by Guillermo.**
- **HJKventure - Hiromi is directing her 5th tournament of 2023 and doing a great job, according to Colleen.**

Other

- **Newsletter - October 2023 is the targeted publication date.**
- **Website - None**
- **Advertising - None**
- **Fundraising - None**

Unfinished Business - New patio cover for court 18 will be made out of green polycarbonate corrugated panels which will be fastened to pressure treated two by fours.

New Business - There was an issue with women in the Clubhouse who brought in a service animal without any noted vest or permission. Colleen informed the group that dogs were not allowed in the Clubhouse. The Board confirmed this rule.

Adjournment - 7:57 p.m. Next meeting is October 17, 2023