

# Green Valley Tennis Club Board

## Regular Meeting Minutes

Date May 7, 2014

Club President Brad Stillahn called the meeting to order at 12:00.

Board members present: Brad Stillahn, Karen Philpott, Helen Hogan, Rey Otto, Bob Anderson, Marge Garneau, Susan Frost, Jim Rett. Guests: Jon Otto and Kathleen Fisher.

Brad announced we have a quorum.

A draft of the minutes from April 2, 2014 meeting was presented to the Board. It was moved, seconded and unanimously accepted as amended.

Rey Otto announced the Treasury has \$6016.63 in the bank. There are several items above budget while some are below. This will require that line items next year be reassessed. We earned \$1.23 interest for the money market account. Marge made a motion to accept the report. Susan seconded; passed unanimously.

Membership – Rey Otto reported there were 396 members starting in April and has increased to 403. Brad asked for an accounting since sand box implemented and Rey reported 15 new members. Three are return members the rest are non members. The new membership form includes both full Tennis Club membership and court reservation membership. It was noted that it is not necessary to join to be able to reserve courts.

### Committee Reports:

Communications and website – Marge Garneau reported GoDaddy is up and going. It was a lot more complex than originally anticipated, but thanks to Jon and his hard work the job was completed. There were a couple of problems and it was necessary to hire Lisa's cheap overseas help to resolve. Our credit with Micah was the result of paying the year in advance. We will not receive a refund of this as Micah traded this for 2 hours of work to transfer the website to GoDaddy. Micah spent well over the 2 hours, but will not charge us for his extra time. We paid \$107.76 for two years for

GoDaddy account on record. Additional charges have to be guaranteed with a credit card. Rey had a concern with getting a visa or PayPal account because officer positions are not static. Jon suggested using Rey's credit card and Rey acknowledged that would be okay. Marge noted that GoDaddy will accept a debit card and perhaps it is time to obtain a debit card for the Treasurer. Jon reminded we will be notified ahead of time regarding expiration of the account so the account won't expire. The web site is registered to club. Marge is the recipient with the original URL under Marge's name.

Information on leagues is available on the web site although we still need to post some corrections to summer leagues. Let Marge know before setting up the leagues as the web site needs to be updated. Ray Wardlaw has a court and will be starting at 7:30 at West. The Board of Directors list will be updated and Rey offered to post them at the tennis courts. Jon advised everyone has an email address which is Firstname.Lastname.com. Regular emails will not be used in the future.

Bob Anderson will now be in charge of marketing and taken off Reservations/Monitors. Brad appointed Jon Otto as Reservations Manager and we will add him to the Board. Bob noted that Jon will be Reservations for the time being and we will deal with title when amending the bylaws.

Marge proposed we add the USTA list itemizing General Characteristics of Various NTRP Playing Levels to the Web Site. It would be a good idea to post that list at clubs' bulletin board for members and participants to read. It was agreed to only list thru 5.5 ranking as the remaining descriptions do not apply to our membership.

The policy for online reservations were discussed and updated (see document attached). A major change was removing the 7 day reservations for tennis club members and 5 days for non-members. This was changed to read Tennis Club membership includes online reservation ability; non members will pay a fee of \$10 per year for reservations membership only. Marge made a motion court reservations be modified as discussed today; Susan seconded; pass unanimously.

Publicity - Don is working on publicity by email as he is absent for the summer. GVR is willing to send out emails concerning some of the tennis

club issues with the court reservations and they will be able to notify all members not just tennis membership.

Programs, social tennis mixers, potlucks and catered events – Susan Frost reminded us about the Summer Sizzler at West with grilling starting at 5:30. Club to furnish a side dish. We don't know how many are attending. It is on the system so we should be able to check there how many coming. Go to May 11<sup>th</sup> as it is listed under Upcoming Events. Marge to send an email to let membership know they need to register. Brad asked if we are continuing to do one a month. Karen will reevaluate to see if members want a monthly potluck during the summer. The club will bring extra plates and plastic ware.

Ball Machine – Joe Frazier is out of town. The new web site will run concurrently with reservations. It should go for two hours to match court time. Jon consults with Joe. Karen discussed multiple user groups. The survey indicated that some of the ball machine users would like a users group. Joe is not interesting in spearheading this group so Karen will try to locate a coordinator to set up a ball machine users group.

Court scheduling – While Lou Grau is absent Jon will pick up his maintenance of leagues for summer. Jerry will be responsible for things inside the club. Lou will be responsible people outside the club. Jon will be administrative assistant. All requests still go to Jerry and Lou. Brad reminded our busy period is Oct.15 to Apr 15. Get leagues into system now so can plan. Jon reminded we have to wait till teams are formed. We can build a model from last year for court usage that will show representative usage.

Tournaments – Brad Stillahn and Karen Philpott - No reports on tournaments but it was suggested to consider a night tournament this summer. Senior games were moved to the last week in March and Oktoberfest last Saturday in October. Currently we have a policy to charge \$10 for a tournament and \$15 for non-Tennis Club members. After some discussion, Marge made a motion to have summer tournament at a cost of \$5.00 each. Jim Seconded; Passed unanimously.

Court conditions and GVR – Jim Rett - This has been the windiest spring in 7 years causing a myriad of screens breaking free. All plastic ties have been used up. He talked with David Jund about checking these on regular basis.

He has assigned two guys to handle this. We should give ties to USTA captains and board members to help out. Rey suggested we keep some in office drawer or even in the storage. Jim will contact GVR to give us supply. Bob stated we need locked drawers. Rey asked Jim to find out if GVR keeps wind screens for spares. Rey suggested we should pay for two spares for reserve. Jim will investigate and let us know. Rey advised we now have two replacement scorekeepers in storage. Jim will be making a presentation to the P&E Committee next week regarding our requests for 2015. He indicated he would like to be able to offer GVR some contribution from the club to help with sunshades off courts 3 and 6 viewing areas. Marge made a motion to give Jim authority to use monies from the overall operating fund as well as amenities fund up to 25% of the for two sun shades. Susan seconded; passed unanimously.

Other business:

Jim will make presentation to GVR for funding requests. Karen and Brad gave points to be given to Jim later. There is a 10 minute limit. Jim prefers bullet. Brad recommended incorporating visual presentations also.

Online reservations system implementation – Jon Otto reported people are in system work, court reporter is working, emails working. Most issues have been complaints regarding “What do I need to do?” People are attending classes and feel they are getting assisted. We have turned the corner. Karen the talk is that our new system is easier and new is not so bad. Even computer non savvy are doing well. Participation is good and going well. I am currently working for way to determine if we need to utilize a phone monitor also. Jon advised August is when we need to gear up for winter season. Plenty of hardware and Susan will be the backup.

Brad reminded the board we need a process for auditing court sign-in sheets in order to make sure we get GVR credit. There was discussion on how numbers are to be counted by GVR for court use and Brad will do further research on this and report back to the Board.

Promotions, Sponsorships, and Fundraising Marketing – Bob Anderson reported the t-shirts were ordered a month ago. By the end of April we had sold 60% of ordered shirts. We had a great reception to new redesigned shirts. We should consider charging \$13.00 for them.

Karen proposed contacting other tennis clubs in the winter months to let them know we have a nice facility. Need to get word out. Jon suggested taking the concept to Chamber of Commerce as they do marketing from community point of view. Talk to Sandi at GVC because they are knowledgeable on attracting people to Green Valley. Also we should consider a fee for putting sponsors on back of shirts. Rey will this affect our nonprofit status? Marge okay if you sell through club for a profit you must add sales tax. If we sell them for cost, then there is no problem. GVR has no problem with this if advertising. Bob will get together with Kent to work on this to coordinate. Also GVR would like a brochure for all centers and also to put in new member packet. A nice trifold brochure with pictures would be great.

We need new volunteers leader for clinics and drills – Brad Stillahn talked to Mike Touzeau regarding setting up. They need to be Tennis Club members.

Software for tournaments, ladders, player ratings and rankings Brad shut down ladder software. Jon will assist in setting one up. Web Cam system does anyone want to spend the money and time. It needs a wireless connection. Need to approach Kent. Need to show how this would be advantage in this. Perhaps they would partnership. Brad will talk with him next week. Fund one site would be about under \$500 bucks. Marge motion set aside \$1,000 out of operating fund to have a prototype webcam set up this summer at Brad and Jim's discretion for choice of location. Karen seconded; passed unanimously.

Susan moved to adjourn. Rey Seconded. Meeting adjourned at 1:38