

**Mill Bay Tennis Club
Executive Meeting January 5, 2017**

Location: Glenn Terrell's Home

Attendees: Julie Rosenthal, Judy Baeckmann, Glenn Terrell, David Mogg, Cathy Waet, Drew Burgwin
(Absent: Penny Kemshaw) Ken Waet – minutes

Call to Order: January 5th, 2:40pm

Approval of Agenda:

Moved by Drew and seconded by David – carried

Approval of November 11, 2016 Minutes:

Moved by Cathy and seconded by Julie – carried

Review of Action Item Log

- Simplifying Registration Form is in progress by David Mogg.
- Kerry Park to run programs on courts therefore some compensation for the club may be needed in either maintenance or donation. David will contact Kerry Park to discuss club hours etc.
- Glenn made a motion that we enter into an agreement with Kerry Park with schedule to be determined. Seconded by Julie – carried
- Net repairs are being handled by Grant and Corinne Price
- **ACTION:** Glenn to put signage on the courts re: Remember to Lock the gate.
- Judy took care of returning membership donations for court up grade that was not needed. Everyone was happy
- Ken attended the community league meeting and discussed the Tennis Club's potential to run the bar at the Canada Day Dance as a fundraiser. **ACTION:** Ken is looking into getting a Serve it Right certification.

Board Job Descriptions

Job Descriptions were reviewed. **ACTION:** All executive will send their own description to Julie in email or Word. **ACTION:** Julie to provide Job descriptions to Martha for Board recruitment.

Board Elections

Discussion with regards to potential new Board Members. Three members in the following positions have finished their term: President – Julie Rosenthal, Communications Director – Glenn Terrell, Secretary/Treasurer – Judy Baeckmann. **ACTION:** Julie to approach Martha to form committee and give suggested people to approach.

Membership Structure:

David explained the benefits of removing the various memberships classifications and only provide one membership type of membership for Individuals. **ACTION:** Glenn to change bylaws to reflect this to be approved at AGM. Note: Upon approval of this bylaw change, it will rescind Policies /#2007-4 (Family Memberships), Policy2007-5 (Junior Memberships), and Policy 2001-1 (Junior Bursary).

Julie made a motion to change Policy #2007-2 regarding late season membership fees to reflect that a pro-rated membership of \$30 will be in effect after Aug. 1st. Seconded by Drew - carried

Strategic Plan and Budget:

- Executive reviewed progress of 2016 Strategic Plan and proposed 2017 goals. Goals include, membership level to achieve balanced budget, Consistent Communication, and membership skill development. **ACTION:** Julie to draft strategic plan with three goals identified for Executive to review and approve prior to the AGM.
- Decision was made to not change the lock for the 2017 season.
- Review of the draft budget proposed an Increase Social Activities budget to \$600.00,

Constitution and By-Laws:

Reviewed Changes made by Glenn. Further changes were proposed. **ACTION:** Glenn to revise bylaws and send for Executive review and sign-off.

Date for the A.G.M.:

Either Wednesday, March 29, 2017 or Thursday, March 30, 2017

ACTION: Judy to book the Mill Bay Community League Hall and inform Executive of the date.

Meeting Adjourned: January 5th, 4:30pm