

**Mill Bay Tennis Club
Executive Meeting March 3, 2017**

Location: Glenn Terrell's Home

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

1. Call to Order: March 3rd, 1:07pm

2. Approval of Agenda:

- Moved by Julie and seconded by Glenn – carried

3. Approval of January 5, 2017 Minutes:

- Corrections to Jan 5th Minutes: Changed Action item from “Kerry Park to run programs ...” to “Kerry Park would like to run programs ...”. Changed wording “compensation for the club may be needed...” to compensation for the club may be appropriate ...”. Changed wording “Judy look care of returning membership donations ...” to “Judy returned membership donations ...”
- Amended Minutes Moved by Glenn and seconded by Cathy – carried

4. Review of Action Item Log

- Will have paper forms at AGM for enrollment but will encourage people to go online to register. They will have the choice to pay online or pay later. Ideally no paper forms. Possible computer available at AGM for membership collection. David and Julie to meet to discuss details. Would like Thrifty's to be a promotional/information day rather than sign up for existing members.
- Kerry park would like to run tennis programs and is asking if we could supply a coach. coach. **Action Item:** Glenn to send out notice asking if anyone interested in coaching. Agreed that Kerry Park could use the courts anytime MBTC is not using them. David will supply our court times to Kerry Park.
- Grant and Corrine still repairing nets.
- **Action Item:** Ken to confirm with MBCL that we are not doing the par at their July 1st event (Glenn was advised Kerry Park is doing it in passing conversation).
- AGM hall booked March 29, 7:00pm

5a. Board Job Descriptions

- Job Descriptions were reviewed and approved. Moved by Julie and seconded by Glenn – carried.

5b. Strategic Plan and Budget:

- Introductions still to be completed. Board signed off on Goals and budget. Moved by Drew, seconded by David – carried. **Action Item:** Julie to complete the intro and get sign-off via email for complete document.

5c. Constitution and By-Laws:

- Discussed, one amendment to remove bursary for Juniors as there are no junior memberships any longer. Amended Bylaws Moved by Glenn and seconded by Judy – carried.

5d. AGM Preparation and Plan:

- Decided will have all documents sent out prior to AGM and only have printed agenda and Annual Reports on hand.
- Discussed Agenda items, have Bylaws, Board elections and New Business at end.

- **Action Item:** Glen to send out Bylaw changes to MBTC in next week and the rest will be sent a week before AGM.
- **Action Item:** Julie to amend Policy changes based on Bylaw changes and send to executive for sign-off prior to AGM.
- **Action Item:** All Executive to provide written report for Annual report to Julie by March 15th.
- Members of Executive to be at Hall at 6:30pm for set-up.

5e. Board Elections

- Nomination Committee (Martha) found the following: Lorna Robertson, (Pres) Corinne Price (Sec/Treas), and Phyllis Daniel(Communications) for replacing outgoing Directors. All other Directors have agreed to stay on for another term.

5f. Sign up day at Thrifty's

- Mid April is desired. David will arrange.
- Glenn recommend having a promotion where people could bring their old balls for a chance to win new ones.

6. Adjournment

- Moved by Glenn and seconded by Julie. Adjourned at 2:29pm