

Mill Bay Tennis Club



Board Meeting
Grant and Corinne's House
2612 Hughes Rd
February 21st, 2019
3:00-4:30pm

Minutes

3:15pm Meeting to order – Grant

3:15pm Board members in attendance–

Grant Price, Corinne Price, David Mogg, Cathy Waet, and Hans Dewit

Unable to attend: Brian Johnson

3:20pm Review “previous” action items :

- *All previous actions are up-to-date*

3:40pm Board Member Reports and Updates -

- **President – Grant**

- Make-up of the new board:

- **Grant** will stand as president for his third and last year
- **Corinne** will stand as Treasurer for her third and last year
- **Hans** will stand for his second year and assume the role as Maintenance Director (with help from Brian at start-up this season). Hans has also agreed to assume the role of updating our website when needed.
- **Lorna Robertson** is willing to replace David (who has served 3 years) as the Membership Director. This would be Barbara's first year on the board.
- **Barbara Eisenberg** is willing to replace Cathy (who has served 3 years) as Director-at-Large. This will be Lorna first year on the board.
- **Action: Cathy** is willing to conduct the election of the new board at the AGM .
- **Action: Grant** will email Cathy some notes on how to conduct the election.

- Communication about AGM:

- **Action: Grant** will send out an email announcing the AGM, and encouraging new members on the board, plus any “other business” they may wish to have discussed at the meeting.

- **Action Hans:** once he updates the membership application form in “Word” and the on-line version on our website, **(Action) Grant** will send out another email inviting members to re-join for the 2019 outdoor tennis season. He will also note that while the website (depending on server used) may refer to the website as “not secure”, members who continue to use the PayPal option are still secure as these transactions are done on PayPal’s very secure site.
- AGM will be on Wednesday March 20th at 7:00-9:00pm in the Mill Bay:
 - **Action: Grant** will need to get the key at the Rec Center during office hours.
 - **Action: Grant** will prepare the agenda and conduct the meeting
 - **Action Corinne** will present a financial report
 - **Action: all** other exiting board members will provide a short report on their activities from the 2018 season
 - **Action: all** board members should show around 6:30pm to help setup...and be prepared to stay behind to make sure the hall is put back the way we found it.
 - **Action: all new Board Members:** will meet briefly at the end of the meeting to discuss any issues and next steps.
- Next steps after the AGM:
 - **Action: Grant** will prepare the AGM minutes and set up the next board meeting.
 - **Action: Grant** will arrange for a tennis sign in front of the Rec Centre that replaces the Rotary sign. I’ll confirm it’s OK with Kim Liddle (Mgr Rec Centre), and order the sign. The sign will be our round logo with our name and website.
- **Secretary / Treasurer – Corinne**
 - Corinne is preparing the AGM Financial report
- **Maintenance – Brian**
 - **Action: Brian and Hans** will work on getting the courts and surrounding area ready for this season.
- **Membership – David**
 - **Action: David** will orient Barbara on the Membership Director duties and activities conducted throughout the year
- **Director-at-Large – Hans**
 - Hans has agreed to switch to the Maintenance Director role and assume responsibility for our website updates...other than what Grant does now. **A BIG thanks to Hans**
- **Director-at-Large – Cathy**
 - **Action: Cathy** will orient Lorna on duties and activities that she did throughout the year.

4:20pm

Adjourn

Next Meeting: AGM March 20, 2019 at 7:00-9:00 pm in Mill Bay Community Hall.