

Spokane Racquet Club

Board of Directors Minutes

August 15, 2018 meeting

Board members present: Gary Gainer, Barney Brewton, Lee Taylor, Guy Schneider, Frank Hattamer, Lisa Dumais.

Guests: Kay Menzies (club manager), Terry Beardsley (Finance & Grounds Committee)

~ The meeting was called to order at 6:00 PM, and President Gary Gainer declared that a quorum was present.

~ Club members attending the meeting were introduced and given time to share comments/concerns with the Board. John Happy presented a letter to the Board.

~ They July 2018 Board meeting minutes were unanimously approved as written.

~ Committee Reports:

- Policy Committee: A number of policy changes were presented for approval. After discussion Lee Taylor motioned for approval, Barney Brewton seconded and the changes were approved. A copy of the updated policies with the changes in red will accompany these minutes.

- Grievance Committee: The new grievance policy and form are available on our website. A Board update was sent to the membership asking for volunteers to serve on the committee. Once all the volunteers are gathered Lisa will prepare a ballot and the membership will vote on whom they would like to serve as their representatives on the committee.

- Grounds Committee: Terry Beardsley will serve as the head of this committee. Rick Shankle and Barb Stagg have volunteered to serve on this committee. The clay order in on route and delivery is being coordinated with Craig Juhre. A specialist was brought in to take a look at the outdoor courts. He feels that the surface is in good shape, and with yearly crack repair in the springtime we could possibly get another 10 years out of the courts before major repair is needed. He also looked at the tree roots that are pushing up indoor court #1, a preliminary bid puts that repair at around \$15,000 - \$20,000. The old and new grounds committee will meet next Monday at 9:30.

- Finance Committee: Terry Beardsley presented his financial review findings to the Board; Board members were asked to read it on their own and bring comments/questions to

the next meeting. The finances look good; the finance committee will work on preparing a one-page snapshot of the finances for their future reports.

- Long Range Planning Committee: Gary will get in touch with Josh and request that he, or a committee representative attend the grounds committee meeting next Monday, and that he prepares a report for next months meeting.

~ Tournaments: Gary will call Joe to confirm that he is on top of monitoring the air quality as it will affect tournament play in this weekend's Clay Court Doubles tournament.

~ Operations report: Kay presented her fall court utilization report, it was unanimously approved by the Board. Kay will be gone 2 days next week, Jon Valencia will fill in for her and work on the floor of the massage room. Kay presented answers to some questions that have come up:

- The massage room is still in the works. Jon Valencia will work on the flooring, Frank will install the lights and then we will put it up for rent. We have waited for the heat of the summer to dissipate prior to putting it on the market.

- Kay and Ginny attended the USPTA conference in Yakima a few months back. Ginny started her certification process at this event, and Kay posted the Pro opening to their phone app in hopes of finding some prospects at the event. Ginny and Kay learned a lot from attending the Jr. program classes, and Ginny has used that information to help almost triple her clinic attendance. The club paid for 8 gallons of gas, one meal, and one night in a USPTA discounted hotel room that the Kay and Ginny shared.

- The grounds committee will look into adding a handrail to the outdoor steps.

- Lisa has the key to the suggestion box.

- The USTA kids camp income will not jeopardize our 501(c)7 status.

- The new court reservation system cost \$1200 to create; it is hosted at the club so there are no further expenses.

- The creation of the new website a few years ago only cost the club Kay's hourly wages as she built it; the ongoing cost to host it and to have the ability to send emails to club members is roughly \$150/year.

- We have no plans to create a membership roster as we are honoring the concerns of many members who are upset when they receive unsolicited emails, and wish to keep their personal information private.

~ New Business:

- The Board is adding a Policy/By-law committee to update those documents and have a clearer separation between them.

~ Items held over for next month's meeting:

- makeup of the Executive committee
- feedback on the financial review

~ Suggestion box letters were read aloud.

~ The regular portion of the meeting adjourned at 8:30, and the Board went into Executive session.