

HOLDEN TOWERS WORCESTER TENNIS CLUB

January 30, 2020
Minutes

7:00 PM Room 320 Hogan Campus Center

Present: A. Andrianopoulos, R. Becker, I. Landers, V. Ostrander, C. Briggs, G. Leung , A. Abdella, B. Chandley, G. Whalen, Tennis Pro: K. Dunlevy, Guest Member: Donna Becker

Absent: J. Toupin-Mier, R. Levine, S. Gauthier, S. Hammer, S. Paez,

- **Opening remarks** – Andrew discussed 2 new members and the status of the Mayor’s Talk given the changes that have taken place at Charter. He is targeting a March interview. The agenda of the meeting was previewed.
- **Approval of October 23 Minutes** - The minutes of the previous meeting were approved without changes.

Committee Reports

- **Donna Becker** reviewed her written report on the work of the **Mission and Core Values Committee**. The report will be circulated to the entire board and after any feedback, will be voted on at the next meeting. The work of the committee was recognized and applauded.
- **Anne Abdella** reviewed the work of the **Plaque and Trophy Committee**. The tournament plaques will be placed on the wall outside Kevin’s office and two digital picture screens will be placed on the walls in the clubhouse. One will show the past presidents of both clubs and the other will show current pictures from socials etc. The placement of the two club signs will be determined in the spring. Anne’s written report will follow and will be circulated to the entire board. The work of the committee was recognized and applauded.

- **Chris Briggs gave an update of the Marketing Committee**
 - The dates of the club Socials and A|B's have been set by Jackie and Kevin.

Socials

- Wednesday, June 24 (rain date 25th)
- Saturday, July 25 (rain date 26th)
- Wednesday, Aug. 26 (rain date 27th)

A/B's

- Sunday, August 9
- Sunday, Sept. 20

Annual Meeting

- May 23rd (rain date 24th)
- The Annual Meeting is Memorial Day weekend but that should not impact turnout.
- The social media strategy was reviewed and the status of the club branded clothing was updated. An online tournament ladder is in the works with the help of Diane Gilson and Alex Grant. The **newsletters** have been very well received by the members. Andrew would like to attend the next meeting. The website will be updated to reflect the members volunteering on the Mission and Plaques committees.

- **Valerie Ostrander gave the Treasurer's report.** Val will make some adjustments to the P&L and circulate and post to the website the revised version. The invoices will go out in the few days and the initial billing will exceed last year by \$8,000. Andrew asked that the original invoices be followed monthly by statements and members with past due balances be closely monitored.
 - While we generated a profit for the year, the board was informed that we missed our bank debt service covenant by \$1,600. Our note comes up for renewal in 2021 and we should set a goal to meet the covenant in 2020 to maintain a favorable interest rate.
 - **Membership agreements.** Many agreements are missing and we need to insure that ALL agreements are signed. If a member refuses to sign, they should be offered a refund and their membership

revoked. Andrew, Kevin and Brian will work on this project. It was suggested that we look into ways to have members sign the form electronically and also beef up the references to the member agreement in our communications with the members.

- **Credit Card Payments.** All of our competitors accept credit card payments and we need to develop a dues structure that will absorb the cost of offering this option. No decision was reached.
- **Restricted funds.** A discussion was held regarding the spending of restricted funds (capital campaign) and the requirement that spending be approved by the board. A summary of funds raised and expenditures to date will be available at the next board meeting.

Nominating Committee. Andrew appointed Greg Leung as the chair of this committee. Other members are Randy Becker, Valerie Ostrander Giles Whelan and one other member. Andrew will approach potential members. The committee will engage with the club membership to fill any openings. We have two openings to fill. The board earlier agreed to reduce the board size from 14 to 13.

Water Cooler Project – Beardsley Plumbing has ordered the two new water coolers as approved by the board and will install them in the Spring. Andy is not certain he can move a unit to the shed at the lower courts.

Brick Walkway – Steve Coffin might be able to start work on the walkway next week (excavation). He has bought the granite stone for the entry. The bricks are at the engravers.

Roundtable

- It was agreed that we will remove the broken Pepsi cooler unit and the refrigerator. Jackie Mier will begin looking at a new refrigerator and it will be placed where the Pepsi cooler is now at the bottom of the stairs.
- Bonds – We have a request to refund the bond for Jack Fegreus. Kevin recalls his bond is \$450 and we will ask Jack if he has an

actual document. Payment will wait until we have a better handle on the year's financial results. Andrew asked that we communicate with Jack regarding the status of his bond. Total bonds due are approximately \$9,800. Jack is not listed as being owed a bond on the schedule that we now have. More work will be done on this matter.

DRAFT