

# Draft pending approval at 2025 AGM.

**NIPISSING RIDGE TENNIS CLUB  
ANNUAL GENERAL MEETING  
Wednesday, April 11, 2024; 5:30 pm; via Zoom**

## **MINUTES**

**Attendees** 39 people participated in the meeting (quorum is 10)

Chair: Laurey Gillies      Recorder: Nancy Muzar

Location/Zoom: Zoom link distributed via email

### **Call to Order, Welcome, Introductions and Procedural Details**

Laurey welcomed and thanked everyone for participating and confirmed that we have quorum.

Attendees were advised that: questions are welcome during the meeting and to please enter them into the “chat” section; Sandee Roberts would be monitoring the chat area to ensure that all questions were reviewed; the AGM is being recorded only for the purposes of preparing the Minutes of the meeting and voting would be done using Zoom’s polling system.

Laurey introduced the members of the Board and thanked them for all their hard work since the group came together in September 2022. The team members consisted of these individuals in the following roles: Laurey Gillies (President), Shelley Young (Vice President), Michael Thompson (Secretary), Jackie McCluskey (Treasurer), Nancy Muzar (Membership), Sandee Roberts (Social), Kim Eckersley (Social), Marty Kilby (all around helper). Kim and Marty have left the board but continue to volunteer their time.

Laurey pointed out that the NRTC Logo showing on her online presentation was created by Brad Hart, winner of the Club Logo contest last year.

### **Minutes from the 2023 AGM and Business Arising**

Laurey asked for questions or revisions regarding the Minutes and Business Arising. There were no comments.

Motion: That the April 19, 2023 AGM Minutes be approved.

Moved: David Trafford

Seconded: Mike Campbell

Poll: 26 in favour

Carried

Additionally, Laurey explained that the Club is still waiting for a signed Agreement from The Town of Blue Mountains. It is under review with their Legal Department. Their insurance policy does not include tournaments and Laurey has asked them to reconsider as tennis tournaments consist of the same number of people on the tennis court as for any other play. A decision is still pending.

### **Report from the Board**

Laurey reviewed the key points and accomplishments listed in the Report from the Board posted on our website.

#### **Established Framework for the Club (completed in 2023):**

Confirmed usage of Nipissing Ridge courts and the new annual fee with TBM.

Prepared Club By-Laws, Rules and Regulations, Policies (Abuse Policy) and Protocols (Incident and Safety).

Prepared 2022 Financials, 2023 Budget, established membership fee, opened bank account.

Purchased insurance (GL, D&O).

Held Annual General Meeting, conducted Board Elections.

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### Improved Communications and Membership Experience (completed in 2023):

- Created a website with online membership application, waiver, e-signing and e-transfers.
- Established club email addresses initiating monthly e-blasts to members.
- Developed a logo through a club contest.
- Surveyed members to ascertain interest in new programs.

### Improved Player Experience (2023):

Subscribed to online court booking program - Skedda.

Secured John Long as Club Pro.

Provided weekly Drop-In sessions and 3 Social Events.

### Future Plans for 2024:

Secured agreement from TBM to expand our club hours to include Tuesday and Thursday mornings.

Developed an Organized Social Play program, asked for Volunteer Co-ordinators to assist in running.

Continuing with our Club Pro providing Clinics on a variety of days and introducing Spring Tune-Up clinics.

Continuing popular programs (drop-ins and socials).

Planning tournaments to be part of our club play, once the Town Legal Insurance policy gets ironed out.

Laurey advised the tennis nets are up, however, the washrooms are still closed. They will be opened in the next couple of weeks and windscreens will be put up when the ground is dried out a bit more, to maintain stability of the fencing.

Motion: That the Board Report be received

Moved: David Trafford

Seconded: Rosemarie Pedulla

Poll: 25 in favour, none opposed

Carried

### **2023 Financials**

Laurey reviewed highlights of the Statement of Operations - Budget, 2023 Actuals and Variance columns.

#### Revenue:

Membership Revenue at \$40 per member.

Revenue from Clinics – Club Pro provides 33% back to our Club.

Total revenue of \$10,733.80

#### Expenses:

Technology for Go Daddy website, Cognito for online application and program registration, and Skedda for Online Court Booking.

Insurance coverage.

Socials .

Town Fees at \$10 per member

Total expenses of \$7,818.49

In-year surplus: \$2,915. 31

Accumulated balance: \$6,468.64 (reconciled to bank account)

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### **2024 Budget Overview**

Laurey shared the Budget showing the 2023 Actuals and reviewed Budget Items based on 275 members discussing income and expenses.

#### Highlights:

Our Membership of \$40 per season remains the same.

Town Fee of \$10 per member remains the same.

Insurance – costs are slightly higher than last year.

Includes technology fees for Website, Cognito-Online application program, Court Booking System-Skedda, Survey Monkey and Zoom.

Social costs for the season-similar to last year.

New amount this year, Tennis Balls for Drop-Ins, Socials, OSP Program and Tournaments.

Laurey also shared the Statement of Projected Cash Flow discussing the highlights:

Showing bank opening balance of \$6,468.54. projected revenue of \$12,300 at 275 members, projected expenses of \$11,099 plus 2024 revenue, projected cash balance of \$7,669.54 at year-end.

Reserving \$5,000 in GIC, for Insurance deductibles and contingency expense.

Questions raised:

How did Skedda work out last year?

Laurey responded that it was used by many members and was not booked 100% of the time, so there is a lot of opportunity for members to book a court in 2024.

What was the \$300 honorarium item in the Financials for?

Laurey explained this money was given to the Club Pro as a thank you for his assistance and guidance in many aspects of making our club successful, in addition to running Clinics.

Motion: That the 2023 Financials and 2024 Budget be received.

Moved: Michael Thompson

Seconded: Patti Norris

Poll: 28 in favour, none opposed

Carried

**Amended By-Laws** (available at [nrtclub.ca](http://nrtclub.ca) under About Us)

Laurey advised that amendments to the By-Laws included:

Revision of some officer roles.

Identification of tasks which could be performed by Directors or Volunteers (technology support, OSP coordinators, tournament organizers).

Motion: That the Amended By-Laws as posted on our website be approved.

Moved: David Trafford

Seconded: Paul Feinstein

Poll: 30 in favour (2/3 majority achieved), none opposed.

Carried

### **Other Business**

Laurey advised there would be no election held for Board Members this year, as the term was for two-years, however, there are opportunities for Board Members, Volunteers and OSP Co-ordinators opening up for the next term.

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Shelley, Vice President will be stepping down in September. Jackie, Treasurer and Nancy, Memberships will not be returning to run again for another term. We would welcome anyone interested in the position for Secretary/ Membership or Treasurer to let us know. There would also be an opportunity to volunteer for this season to shadow and learn the process from Nancy. Laurey thanked Marty and Kim for the work they did with the Board before stepping down earlier this year and the rest of the Board for all of their work and support this year.

Important dates mentioned:

May 25<sup>th</sup> Opening Day Social, May 26 (rain date).

Courts are open now.

Drops-ins are scheduled to begin April 29.

Question raised: Are we running OSP a second time after the initial 8 week session?

Laurey responded that we introduced OSP as a pilot program and there is not plan to run a second session this year. The program will be reviewed next year.

Question Raised: When we can sign up for Clinics?

This can be done now; see our website under Player Development and forward a text to Leslie Long for as many Clinics as you would like to attend.

### **Adjournment**

No other business arose and Laurey adjourned the meeting at 6:19 pm.