

WRPBC Board Meeting Minutes
Tuesday, August 11, 2020
10:00 AM The Vault

Call to order – Dale Marin, President *10:03 AM*

a. Roll Call: Kelly Falkenberg, Secretary *Present: Kelly Falkenberg, Tim Hanna, John Jaques, Dale Marin, Nancy Miller, Glenn Saucier, Bruce Stromberg (Absent: Ron Ewing)*

Approval of Minutes – The minutes of the July 14, 2020 regular Board meeting were approved via email vote on July 15, 2020. Motion made by KF seconded by TH, the following board members voted to approve the minutes as written; GS, DM, NM, JJ (abstain due to absence: BS, RE).

1. Adjustments to the Agenda

- a. *Add discussion item ‘c’ – budgetary, tax filing, and bookkeeping processes and procedures*
- b. *Add action item ‘a’ – resumption of morning member play and structured play activities*
- c. *Add action item ‘b’ – continuing discussion and development of monitoring criteria for resumption of Board sanctioned morning member play and structured play activities*

2. Information Items/Reports

- a. On July, 17, 2020, the Board of Directors held a Strategic Planning meeting to discuss the ramifications of the WRPBC not being able to hold the 2020 tournament and the budgetary adjustments that will result for the remainder of the year. Board attendance: DM, GS (via phone), BS, KF, TH, JJ & NM.
- b. Treasurer’s Report – Bruce Stromberg
The Treasurer provided the following handouts: WRPBC Revenue & Expense dated 12/31/19, WRPBC Revenue & Expense dated 08/05/20, and WRPBC Balance Sheet dated 08/05/20. Current balance = \$2,953.89
- c. Structured Play – John Jaques
*A “club ambassador” program is continuing to be developed by JJ. This program will utilize volunteers from the WRPBC to assist new residents/club members interested in learning to play the sport and may include a free introductory class hosted by club volunteers 1-2 times per month.
GS, NM, and TH will continue discussion with instructors Carrie Lane and Bob Patten and report back to the Board regarding a new fee-based instructor training program developed by Carrie & Bob that could potentially be used in future program offerings to club members*

3. General Membership/Public Comment: This time is reserved for any person to address the Board about any listed discussion item or provide input to be considered prior to the Board voting on listed action items. *None*

4. Discussion Items

- a. Helle Sparre “Dynamite Doubles” clinic proposal (Nov. 6-8, 2020) – Bonnie Koch/Carrie Lane
Carrie Lane requested and received support from the Board for presentation of this independently organized clinic to WRPBC and Tennis club members. NM will be the WRPBC Board liaison, TH will join Carrie in presenting this opportunity to the WR Tennis community, and DM will inform and discuss with Corby Foster (Troon). The WRPBC will not be providing any monetary support for this clinic.

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- b. Membership-based Software project – Glenn Saucier
GS has researched and reviewed several software packages designed specifically for membership-based organizations and will provide information to the Board on appropriate options to be considered for possible future purchase and use.
- c. *Financials - The Board discussed suggestions and processes for future budgetary, tax filing, and bookkeeping records, including the use of record keeping software options.*

5. Action Items

- a. *Due to the continuing restrictions mandated by, and health risks associated with, the COVID-19 pandemic, on a motion made by JJ and seconded by GS, the Board unanimously voted to continue the suspension of sanctioned morning member play and structured play activities through the month of September.*
- b. *In relation to the resumption of Board-sanctioned morning member play and all other structured play activities, on a motion made by GS and seconded by TH, the Board unanimously voted to continue discussion and development of an acceptable monitoring system to identify the safe resumption of club activities via email communications. This topic, with all pertinent plans for action will be placed on the September Board meeting agenda.*

6. **General Membership/Public Comment:** This time is reserved for any person to address the Board with requests for future agenda discussion or action items.

7. Other Business

- a. *In conclusion to the discussion by the Board regarding an addition to the SOP document pertaining to services of professional instructors from outside Wickenburg Ranch, no additional wording will be added.*
- b. *The Board determined that the WRPBC Court Etiquette & Model for Play document (finalized on 7/20/20) is acceptable and will be posted on the WRPBC website.*
- c. *Add future agenda item - September Board meeting agenda will include a discussion item regarding the 2021 WRPBC budget (to be developed independent of the 2021 WRPBC Tournament budget).*
- d. *The next regularly scheduled Board meeting will be held on September 22, 2020.*

8. **The Board may recess to Closed Session to discuss and/or act upon any current or previously identified agenda items** *None*

9. **Report out of Closed Session** *None*

10. **Adjournment** *On a motion by GS, seconded by TH, the Board unanimously voted to adjourn this meeting at 1:00 PM*