

**University City Racquet Club
Board Meeting Minutes
June 7, 2023**

Present: Daniel Gant, Keith Chin, Bob Siegel, Lyn Balagtas, David Livingston, Aurelie Udall (Director of Tennis); Joe Barbarie (Guest) remotely;

Absent: Eric Johanson

Call to Order: 5:06 pm

Announcements: Introduction of Aurelie Udall as Director of Tennis; Resignation of Kelly Jernigan from the UCRC board as of June 6, 2023.

Approval Of Agenda: Approved with consensus

Approval Of Minutes:

1. 1Q March 1/April 3
2. Special Meeting April 29
3. Special Meeting May 6

Reports

Treasurer's Report (Keith Chin):

- a. Check was issued and sent to Simon for payment of May expenses and June stipend. Estimated current bank balance is \$32k.
- b. Quote from Liberty Mutual Insurance is roughly \$4k per year. Awaiting additional quotes from additional insurers. June 30, 2023 deadline on insurance, however the deadline can be extended.

Director of Tennis Report (Aurelie Udall):

- a. Two teaching pros have been hired, Martha and Pablo, there is a possibility that Jose could also join teaching staff. Tentative schedule is to start having clinics/classes June 26th depending on release date from current employer.
- b. Plans to have an Open House, Exhibition events and tournaments. More details to follow.
- c. Round Robins conducted every third Sunday would be welcome going forward.
- d. Challenge Court/Open court will need to be decided on a go forward basis after court usage times is better defined.
- e. Standing reservation for Super Seniors will remain in place.

Member at Large (Lyn Balagtas)

- a. Two court monitor candidates were interviewed and hired, Lucy Huang and Pieter Darnaud.

Old Business:

- a. Eric Johanson was appointed Member at Large.
- b. Parks and Rec are requiring clubhouse to be staffed when players are using the courts. Volunteers can be used but will need to know what to do in case of an emergency and

provide guests/members info about the club. Instructors can also act as staff while teaching but may need to be paid an agreed amount (to be determined).

- c. Racquet Desk cancellation penalty. Club will pay the early cancellation penalty, estimated to total \$2k. Keith to finalize the amount as June fee had previously been paid. **M/S/P (U)**

New Business:

1. Kelly Jernigan's Resignation:

- a. Bob Siegel nominated Daniel Gant to be president and finish out the vacant term. **M/S/P (U)**.
- b. A 7th Board seat will need to be filled.
- c. Keith has taken over responsibility of the league schedule until a club manager is hired.
- d. Keith has taken over the management of the Slack account.

2. Club Manager Position

- a. Club Manager position works with Director of Tennis regarding court scheduling of instruction; the CM position is under the direction of the Board of Directors.
- b. Two candidates have been interviewed for the position of Club Manager. Aurelie to follow up with a conversation with one of them for possible hire as a part time instructor for the chance to earn additional compensation if selected as Club Manager.
- c. Wage for the Club Manager is \$22.50/hour with a max of 30 hour per week. Proposed schedule would be to work midday when it is slow and overlap with court monitors for 30 minutes to clean courts or discuss any issues.

3. Clubhouse Renovations

- a. Daniel suggested a \$10-\$15k budget on top of Aurelie's \$10k investment into the renovation of clubhouse. No definitive investment amount was agreed upon as estimates have not been received. Once received and priorities identified, total to be contributed will be further defined.
- b. Fumigation – approximate cost \$1,450. Clubhouse would need to be closed/ tented of 2-3 days. Would like to schedule fumigation before June 19th.
- c. Rotted beam to be addressed during renovation. Exterior decorative boards that are rotted to be removed by Eric, Keith Daniel and Bob on June 8-9.

4. Email to Members

- a. Introduction of New Director of Tennis
- b. Clubhouse renovations and ask for monetary donations, materials, skill, time.
- c. Announce start time and type of instruction offered.
- d. New reservation system and its features.

Next Regular Meeting: September 6, 2023

Adjourned: 7:31 pm

Minutes prepared by David Livingston/Lyn Balagtas