

**Rockcliffe Lawn Tennis Club
Board of Directors Meeting
Sunday, April 11th, 2010 at 1pm
30 Lakeview Avenue, Rockcliffe Park**

AGENDA

- 1. Opening Remarks**
- 2. Approval of the agenda and February 21st minutes**
- 3. Membership**
- 4. Junior Lunch Program**
- 5. Courts and Ground Maintenance**
- 6. Other Business**

Rockcliffe Lawn Tennis Club
Board of Directors Meeting
Sunday, April 11th, 2010 at 2pm
30 Lakeview Avenue

Directors in attendance: Beata Garel-Jones, Nadia Freeman, Peter Gonda, Brian Marley-Clarke, Bob Roberts, Luisa Castro and Caroline Vecchio.

Approval of the agenda:

President tabled a motion to have today's agenda and the minutes of February 21st meeting approved which was seconded by Nadia Freeman. Peter Gonda requested that minutes from the previous season be reviewed to confirm whether the past Board did agree to recognize the work performed by former Club manager through the attribution of a "Best Manager" award.

Action Item: Secretary to report at the next Board meeting.

Membership:

To date, 3 membership applications have been received. Current membership lists available to the Board have not been updated. They have been found to be incomplete, erroneous with invalid addresses therefore impossible to reconcile. A template has therefore been drafted and included in the mailing of those names that were available for completion to populate a new and accurate membership list. For those applying on-line update will be done automatically. Nadia recommended the issuance of laminated identification cards for members in good standing; this procedure will facilitate the recognition of members by new Club Manager and Board Members.

Action Item: Motion was moved by Brian to approve this recommendation which was approved by all.

Junior Lunch Program

Board welcomed Luisa Castro who will be starting on April 19th as the Club Manager. Luisa provided Board with a suggested menu for the Junior Program that will comprise a variation of sandwiches and hot food. Menu will vary and will be adjusted over the season based on the response received by members. Applications for the position of Club attendants have been received and will be reviewed by Luisa and the selection Committee to determine who qualifies. Peter Gonda and Nadia raised the issue of paying employees as contractors versus employees. This procedure had been changed by the past Board and current Board may want to revisit.

Action Item: Peter Gonda to discuss with George Pickering and/or Christa Ramonat as to the reason why this procedure was changed in the past year.

Junior Program

Peter Gonda reported on the role that the Noble School of Tennis will have with regards to the Junior Program. Carlo will be in charge in collaboration with other coaches. It was confirmed that past junior coaches have been interviewed and have been hired for the upcoming season, with the exception of one who is out of the country. As last year, Junior Program will have a May after school program, full-day and half-day summer camps. Registration information is available on the website and some local schools have been targeted, and will be receiving information flyers. A

meeting will take place once the Club Manager is on staff with Carlo to determine what is required insofar as specialized equipment for adults (a proper ladder has already been identified as required) and for the delivery of the junior camps, and review in details the delivery of Round Robbins. One court will be dedicated to lessons; mapping out a chart of scheduled events has been suggested to identify peak times at the Club.

Grounds and Maintenance

Brian Marley-Clarke provided an update on the schedule with the caveat that the weather would cooperate. April 26 is the next deadline to have cranks repaired and painted. Nets cannot be installed until cranks are properly repaired. Given the unusual beautiful weather Board decided to postpone the repair and painting of cranks until next fall to allow players to use hard courts as soon as possible. Schedule for soft courts is May 10th or maybe earlier; work to be performed include nailing the line strips and groom courts appropriately. Other maintenance work required prior to the opening include: paint deck, change lock at the entrance door, re-program alarm system with new access codes, grooming of the Club property. Water is scheduled to be connected tomorrow.

Action item: A motion was moved by Brian to increase the petty cash fund to \$1000 to cover the expenses linked to the opening of the Club house which was seconded by Beata.

At the last AGM, attendees recommended adding an entrance door to the soft courts. This recommendation will be revisited once the issue of the shed is resolved. It has now been determined that the shed will need to be changed to increase its storage capacity (clay stockpile).

A complaint was filed by neighbours regarding the garbage disposal by the Club. Action item: A motion was moved by Brian to allow Nadia to contact Ottawa City By-law officer to know explicitly the nature of the complaint and to find an agreeable solution to all involved.

Other Business

The Board members met *in camera* to discuss the content of a petition received by the undersigned on April 10th.

The meeting was adjourned at 17:30pm.
Caroline Vecchio