

SAANICH TENNIS CLUB

MINUTES

ANNUAL GENERAL MEETING DECEMBER 16, 2008

President Doug Smith called the meeting to order at 7:05 PM. A quorum of 13 members was present.

MINUTES OF THE NOVEMBER 3, 2007 AGM

No business arising from the minutes.

Moved by Mike Meagher, seconded by Gary Eggen that the minutes (published on the club website) be approved. Carried.

REPORTS

1. Treasurer's Report. Jim Howie reviewed the Interim Financial Statements (to Dec. 15, 2008), attached. He noted that Revenues of \$7,808 and Operating Expenses of \$6,046 led to an Operating Surplus of \$1,762, similar to the 2007 result. The Club's assets are \$10,437, up \$2,282 over 2007.

In response to a question regarding the \$1,712 fee paid the Tennis BC, Errol Collinson noted that the association with Tennis BC was important in part because the fee included insurance for members that would be costlier if obtained elsewhere. It was noted the drop in Maintenance expenditures stems from less vandalism that is thought to have resulted from the trimming of the adjacent trees and an increased park-related police presence.

Moved by Gary Eggen and seconded by Jane Cunnington that the Interim Financial Statements for 2008 be approved. Carried.

2. Membership Report. Nil report. Doug Smith noted membership was up.

3. Volunteers' Coordinator Report. Nil Report.

4. Junior Clinic Report. Stella Barbon was absent. It was noted the 2008 Junior Clinics were successful and that Stella had agreed to continue them in 2009.

5. Website Coordinator's Report. Byron Postle was absent. Members noted that the web site <http://www.members.shaw.ca/saanichtennisclub/> has been an important addition to Club networking abilities and outreach.

6. Outdoor Program Coordinator Report. Bill Code noted that many of the 2007 Club events had wait lists, perhaps suggesting the need for additional events: if undertaken, more volunteers would be needed. The Club Tournament attracted 36 entrants, many more than in previous years. One of the two Club teams that played in the South Island Tennis League won the League again this year.

Bill noted that attendance has fluctuated a bit between the 3.5 and 4.0 social drop-in sessions and strategies to increase participation across the board should be looked at in the spring.

NEW BUSINESS

1. Court Surface. Gary Eggen noted that the cracks in the court are worsening and could soon make play dangerous. He considered that a proper fix, likely using a fabric method, would cost around \$10,000, including re-painting. While the company he had spoken to would provide only a two-year warranty Gary thought that the fix would likely be effective for five years. Mike Meagher reminded members of the Club's obligation to the District of Saanich.

Moved by Jane Cunnington and seconded by Dave Metcalfe that the Club allocate up to \$10,000 for necessary court repairs to be carried out in 2009, preferably in the Spring. Carried.

Gary Eggen agreed to start the process.

2. Ball Machine. Jim Howie reported that 2008 expenditures on the ball machine are \$400 to \$800 (depending on how much of the work carried out to date will be donated). An estimate to fix the machine will soon be provided by Tomco, the company from which it was purchased. Some members questioned ball machine expenditures, concerned that only a few members would make use of the machine. Others considered that it was desirable to have a ball machine if the costs of buying/maintaining it were reasonable. A new machine was thought to cost \$1,200 – \$1,500; used machines may be available for less.

Moved by Errol Collinson and seconded by Jane Cunnington that up to \$500 be allocated for effective repairs to the ball machine. If such are not available, other options to be explored. Carried.

3. Leagues. Michael Poplawski noted the lack of a South Island Tennis League (SITL) mixed doubles league. Bill Code noted that VITA (now SITA) officials needed volunteers in order to move forward in this area. Bill also noted that organizing inter club competition (best done through the SITL) could also be a promising area for members but volunteers would also be needed here.

Michael Poplawski volunteered to pursue the issue of possible development and organization of a fall SITL mixed doubles league with SITA in the New Year.

ELECTION OF 2008 EXECUTIVE

Errol Collinson noted there are six elected positions on the Club's executive and the term of service is one year. Six members had volunteered and been nominated for the positions as set out below. Errol asked for further nominations. There being none,

Moved by Errol Collinson and seconded by Mike Meagher that the 2009 STC Directors be elected by acclamation, as follows:

| | |
|------------------------|------------------------|
| President | Jane Cunnington |
| Vice President | Bill Code |
| Secretary | Alan Puttee |
| Treasurer | Jim Howie |
| Director | Gary Eggen |
| Director | Terri Kirillo |
| Motion carried. | |

The executive committee also includes

| | |
|------------------|-------------------------|
| Doug Smith | Past President |
| Shirley McCrodan | Membership Coordinator. |

2009 BUDGET

Jim Howie outlined the proposed 2009 Budget (attached) showing Revenues of \$7,050 and Expenditures of \$5,300 resulting in an Operating Surplus of \$1,750, similar to the 2008 result. Projected Capital Expenditures on the courts of \$10,000 will result in a 2009 deficit of \$8,250. Jim noted Club Assets (cash plus term deposits) as of mid-December 2008 were \$10,437.

Bill Code noted that the Club Tournament revenues/expenditures for 2008 and 2009 are similar to 2007 levels: the apparent increase in expenditures in the Budget document reflects a change in accounting practice.

After discussion members agreed the budgeted amount for Maintenance expenses be increased by \$400, and the budgeted amount for Water/Hydro expenses be increased by \$200.

Moved by Errol Collinson and seconded by Bill Code that the 2009 Budget, as amended, be approved. Carried.

Moved by Jim Howie that the meeting be adjourned. Carried at 8:25PM.

Saanich Tennis Club
Interim Income Statement
For the 11 1/2 Months Ended December 15, 2008

| | <u>2008 Actuals</u> | <u>2008 Budget</u> | <u>2007 Actuals</u> |
|-------------------------------|---------------------|--------------------|----------------------|
| Revenue | | | |
| Membership Dues | \$ 6,875.00 | \$ 6,415.00 | \$ 6,215.00 |
| Guest Fees | - | - | - |
| Interest Income | 431.79 | 300.00 | 404.30 |
| Miscellaneous Revenue * | 501.50 | 125.00 | 165.50 |
| Junior Tennis Clinic | - | - | - |
| Total Revenue | <u>7,808.29</u> | <u>6,840.00</u> | <u>6,784.80</u> |
| Operating Expenses | | | |
| Tennis BC Memberships | 1,711.50 | 1,700.00 | 1,696.00 |
| Maintenance Expenses | - | 1,500.00 | 1,435.93 |
| Water & Hydro Expenses | 386.03 | 425.00 | 436.31 |
| Insurance Expense | 575.00 | 575.00 | 575.00 |
| Newsletter & Stationery | 189.29 | 250.00 | - |
| Tennis Balls Expense | 343.98 | 200.00 | 108.21 |
| Club Tournament | 569.02 | 275.00 | 357.10 |
| Junior Tennis Clinic Expenses | 373.60 | 400.00 | 278.53 |
| Social Events | - | 25.00 | 126.68 |
| Website | - | 120.00 | - |
| Miscellaneous Expenses ** | 1,897.90 | 150.00 | - |
| Total Operating Expenses | <u>6,046.32</u> | <u>5,620.00</u> | <u>5,013.76</u> |
| Net Operating Surplus/Deficit | 1,761.97 | 1,220.00 | 1,771.04 |
| Capital Expenses | | | |
| Clubhouse | - | - | - |
| Courts | - | - | 7,801.50 |
| Net Surplus (Deficit) | <u>\$ 1,761.97</u> | <u>\$ 1,220.00</u> | <u>\$ (6,030.46)</u> |

* Miscellaneous revenues... include club tournament fees (\$305.00); (Royal Oak donation (\$75.00); food and beverage receipts (\$84.50); hat and key sales (\$29.00); and potluck donations (\$8.00).

** Miscellaneous expenses... include locks and combination lock changes (\$124.63); ball machine parts and repairs (\$830.27); a new Weber barbeque (\$651.81); gift certificates for prizes (\$150.00); food purchases (\$99.45); and miscellaneous paper towels, blue boxes, etc. (\$41.74).

Saanich Tennis Club
Interim Balance Sheet
December 15, 2008

| ASSETS | Year-to-Date (to Dec. 15) Actuals | Last FY End Dec. 31-07 |
|--|--------------------------------------|---------------------------|
| Assets | | |
| Cash: Coast Chequing - Comm. 100 Acct. | \$ 2,295.07 | |
| Coast Regular Savings 200 Acct. | 1.15 | \$ 444.85 |
| Term Deposits: Better-than-Cash GIC 707 | 1,275.20 | |
| Short-Term GIC 708 | 6,765.40 | 7,610.00 |
| Pre-Paid Accounts - Petty Cash | | 100.00 |
| | <u>\$ 10,436.82</u> | <u>\$ 8,154.85</u> |
| Total Assets | | |
| LIABILITIES & MEMBERS' EQUITY | | |
| Liabilities | | |
| Accounts Payable | \$ 400.00 | - |
| Prepaid Memberships | 120.00 | - |
| | <u>\$ 520.00</u> | - |
| Total Liabilities | | |
| Members' Equity | | |
| Equity as at Beginning of Period * | 8,154.85 | \$ 14,185.31 |
| Add: Net Surplus/Deficit at End of Period ** | 1,761.97 | (6,030.46) |
| | <u>9,916.82</u> | <u>8,154.85</u> |
| Total Equity | | |
| Total Liabilities & Members' Equity | <u>\$ 10,436.82</u> | <u>\$ 8,154.85</u> |

* ...at January 1, 2008 and January 1, 2007

** ...at Dec. 15, 2008 and December 31, 2007

Saanich Tennis Club
2009 Budget as Amended and Approved
December 16, 2008

| | Approved 2008 Budget | Actual Revenue and Expenses 2008 | Approved 2009 Budget on Dec. 16, 2008 |
|-------------------------------|----------------------------|--|---|
| Revenue | | | |
| Membership Dues | \$ 6,415.00 | \$ 6,875.00 | \$ 6,500.00 |
| Pre-paid Memberships | - | - | - |
| Guest Fees | - | - | - |
| Interest Income | 300.00 | 431.89 | 50.00 |
| Miscellaneous Revenue | 125.00 | 501.50 | 500.00 |
| Junior Tennis Clinic | - | - | - |
| Total Revenue | <u>6,840.00</u> | <u>7,808.39</u> | <u>7,050.00</u> |
| Operating Expenses | | | |
| Tennis BC | 1,700.00 | 1,711.50 | 1,800.00 |
| Maintenance | 1,500.00 | - | 500.00 |
| Water & Hydro | 425.00 | 405.76 | 500.00 |
| Insurance | 575.00 | 575.00 | 575.00 |
| Newsletter/Stationery | 250.00 | 189.29 | 200.00 |
| Tennis Balls | 200.00 | 343.98 | 300.00 |
| Club Tournament | 275.00 | 569.02 | 500.00 |
| Junior Tennis Clinic | 400.00 | 373.60 | 400.00 |
| Social Events | 25.00 | - | 25.00 |
| Website | 120.00 | - | 100.00 |
| Miscellaneous Expenses | 150.00 | 1,897.90 | 1,000.00 |
| Total Operating Expenses | <u>5,620.00</u> | <u>6,066.05</u> | <u>5,900.00</u> |
| Net Operating Surplus/Deficit | 1,220.00 | 1,742.34 | 1,150.00 |
| Capital Expenses | | | |
| Clubhouse | - | - | - |
| Courts | - | - | 10,000.00 |
| Net Surplus (Deficit) | <u>\$ 1,220.00</u> | <u>\$ 1,742.34</u> | <u>\$ (8,850.00)</u> |

Note:

As at December 31, 2008, STC cash balance including chequing accounts and term deposits, and taking into account current payables, totals approximately \$10,000.00. Assuming that STC meets its revenues goals for 2009 (\$7,050.00) and keeps operating expenses within approved 2009 budget levels (\$5,900.00), STC should have \$10,000.00 available for court repairs and finish 2009 with a cash balance of approximately \$1,150.00.