

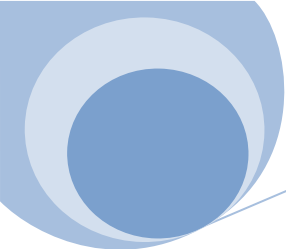
Sudbury Indoor Tennis Centre

Board of Directors Meeting Agenda

Date/Time: 02/12/2025

Location: Zoom

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| Introductions (AGM) or Roll Call (Board Meetings) | Board Members Present: Mark Ament, Kris Venkatraman, Elena Zabudskaya, Vedran Dukic, Phil Howard, Michael Boeswald Regrets: Olga Demchenko, Director: Richard Bulbring (regrets) Staff: Diego Costales (regrets) Club Members: Guests: |
| Call to Order | Time: 8:10 pm |
| Approval of the Minutes | Motion: To approve June 2024 minutes as presented. Moved: VD, Seconded: MA Carried Motion: To approve January 2025 minutes as presented. Moved: EZ Seconded: MA Carried |
| 1. Notes from the Director 2. President's Report 3. Strategic Planning Committee | <p>Vedran then discussed the updates from Richard, including the Girls Set Match program, the Junior OTA tournament, the Green Ball tournament, the OTA AGM, and the Green Means Go program for seniors. Vedran also mentioned the Ota Awards and the Trillium Grant. Kiran explained the reasons behind the OTA's decision not to host tournaments for adults in the summer. Vedran then shared his report, focusing on the city's updates. He mentioned the resolution of the check issue from the Community Foundation, the progress on the retaining wall issue, and the plans for the outdoor court revitalization project. The conversation ended with the attendees looking forward to the completion of the retaining wall and outdoor court projects.</p> <p>Vedran shared updates on the Strategic Planning Committee's progress, highlighting the shift in focus from specific location planning to a broader business case for expansion. The city is interested in supporting this expansion, and the Leisure Director, Jeff Hafford, is open to</p> |



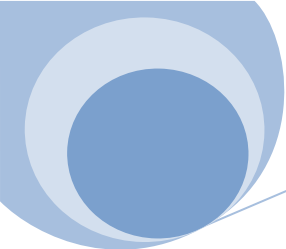
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| <p>4. Finance Committee</p> | <p>conversations about growth. The city suggests starting with a feasibility study to determine the need for more courts, rather than focusing on a specific location. Vedran plans to work with the city's Economic Development team and Diego to prepare a business case. Elena confirmed that the city practices any new development by conducting a feasibility study, and she will guide the process. The team also discussed the potential for the mayor to visit the club and support their cause.</p> <p>Michael presented the financial update and budget for the upcoming fiscal year. He explained that due to increased revenues, the club now requires a review engagement or audit instead of a compilation report. The board was leaning towards an audit to be eligible for grants. Michael then walked through the budget, explaining that most figures are extrapolated from the first six months of the fiscal year, with some adjustments. The estimated total revenue for the year is \$628,418, up about \$40,000 from last year. Operating expenses are projected at \$449,194, resulting in an estimated net profit of \$172,461 before any wage increases. This represents a conservative \$28,000 increase in net income compared to the previous year.</p> <p>The Board had a discussion of staff wages and potential raises in camera.</p> <p>Motion: To approve the budget as presented. Moved: KV Seconded: MA Carried</p> <p>Motion: Approve staff compensation as presented. Moved: KV Seconded: EZ Carried</p> |
| <p>5. HR Committee</p> | <p>Krishnan discussed the approval of volunteer agreements and policies, which have been vetted by the HR committee. He also mentioned that there are no limits on volunteer hours.</p> |



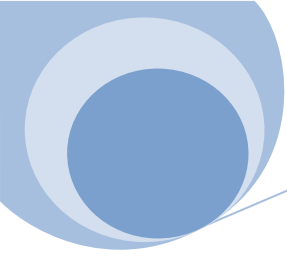
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| 6. Events Committee | Elena and Olga providing updates on the Spring Volley event. They considered various locations, ultimately deciding on the Idlewild Golf Club, which offered no fee for the space and could accommodate up to 160 people. They also discussed the possibility of offering complimentary champagne or prosecco upon entrance, with the club potentially contributing to the event. The Board also discussed the idea of hosting a Wimbledon Day and a wine and cheese event. Phil suggested adding a social component to the club championship, and Michael offered to help with sponsorship packages. The team also discussed the potential for smaller events throughout the year. |
| 7. JPC | The Board discussed the need for a succession plan for junior instructors, with Richard being responsible for this. The possibility of hiring new instructors was discussed, with the idea of offering part-time contracts. |
| 8. Tournament Committee | Kiran then discussed the club championships, proposing the dates of May 22-23, 24-25, and the subsequent two weekends. The team agreed on these dates, with the understanding that sign-ups would start on February 20th and end on March 31st. The team also discussed the possibility of opening the club early in the morning for junior programming, with the understanding that it would need to be a controlled and monitored process. |
| 9. Bylaw Committee | Michael mentioned that he had not yet worked on the bylaw, but was willing to collaborate with others on the task. |
| 10. Facilities/Mgmt Committee | The Board discussed the need for a decision on a project by the end of February, with a focus on installing a new HVAC system. Mark shared that he had received a quote from Metal Air, which seemed within budget, but he was still waiting for more detailed information. The team also discussed the lack of responses from other potential vendors, with Mark agreeing to reach out to them again. The team agreed to move forward with Metal Air if no other competitive bids were received by the end of the month. The importance of having a project manager was also discussed, with the team considering reaching out to Jessica Watts at Sitc for potential recommendations. |



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| | The team discussed the need for a firm target by the end of the month and the potential for financing options. Vedran suggested reaching out to clients for help and Mark proposed pushing others to get another quote. |
| New Business | |
| Adjournment | 10:15 pm |
| Next Meeting | Date: March 11, 2025 |