



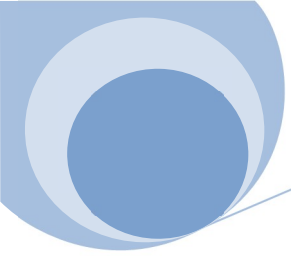
Sudbury Indoor Tennis Centre

Board of Directors AGM/General Meeting Agenda

Date/Time: 15/08/2023

Location: Zoom

Introductions (AGM) or Roll Call (Board Meetings)	Board Members Present: Krishnan Venkatraman, Dan Wong, Cliff Richardson, Carmen Bedard, Vedran Dukic, Michael Boeswald and Mark Ament Director: Richard Bullbring Staff: Club Members: Guests:
Call to Order	Time: 7:05 pm
Approval of the Minutes	Motion: That the Minutes of the June 13, 2023 meeting be adopted as presented. Discussion: Moved by: VD Seconded by: MA CARRIED
Director's Report and discussions	<ol style="list-style-type: none">1. Richard reported that three out of four weeks of summer camp were fully booked.2. Richard discussed various updates and plans for the summer camp, programming, and upcoming tournaments. Richard informed the board of the success of the summer camps.3. The board also discussed issues with the pickleball coach and the possibility of finding a new one.4. Vedran, Richard, Dan, Mark, Krishnan, and Cliff talked about the limitations and flaws of the current system for checking people in and processing payments at the tennis club.5. They also discussed the progress of the renovations and the possibility of getting funding from the city for the court. The group discussed whether to proceed with fencing and court resurfacing this season or wait for the city to cover the costs next year.6. Mark, Vedran, Richard, Cliff, and Krishnan had a discussion about encouraging Jeff to play tennis instead of just taking classes.7. They also discussed scheduling lessons and updating on renovations.



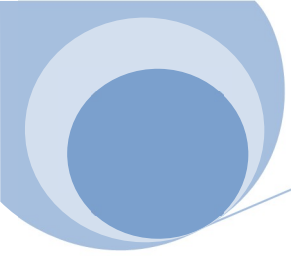
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Motion	Made by Vedran: A motion to defer the outdoor court renovations to 2024 Seconded by Cliff. All members were in favour. CARRIED
Facilities Manager's report	
Club President's Report and discussions	<p>A lot of this section was used to discuss the reinstatement of the strategic planning committee.</p> <ol style="list-style-type: none">1. Cliff, Dan, Vedran, Carmen, and Krishnan discussed the need for a comprehensive business plan for the growth and expansion of their organization. They also discussed forming a strategic planning committee with the understanding that a first meeting will occur on August 29, 2023.2. Krishnan, Cliff, Dan, Carmen, Vedran, Michael, and Mark discussed the idea of setting a maximum number of members for a committee, particularly the Strategic Planning Committee. They debated whether it should be specified in the bylaws or left to the discretion of the committee chair, and also considered pre-qualifications for potential committee members.3. It was suggested that there be some research to investigate if ONCA has practice guidelines to set up committees.4. Vedran, Krishnan, Cliff, Dan, Carmen, Mark, and Michael discussed the formation and control of committees within the organization. They debated the need for specific guidelines and agreed that the chair should have the power to determine committee membership, including adding or removing members5. The group discussed the purpose of committees and agreed that problematic members should be removed, with accountability to the board. They also considered adding language regarding the removal of membership from committees and agreed to tentatively include it in the proposal.



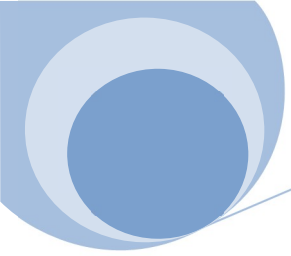
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	<ol style="list-style-type: none">6. A motion proposing that a clause be drafted into the bylaws to reflect that membership to committees be at the discretion of the committee chair has been deferred to the next board meeting.7. Cliff mentioned that he had stored personal files, including a strat-plan folder, in the drive. He suggested that the committee could review and utilize the existing materials, making changes as necessary, instead of starting from scratch.8. Cliff discussed the plan for forming a strategic planning committee and asked each member to approach potential candidates. Dan mentioned the budgeting process and suggested Anthony present the draft of the 2023 year-end finance report.
Reports of Officers and Committees	<p>Finance Committee</p> <p>Membership/Programming Committee</p> <ol style="list-style-type: none">1. Vedran, Dan, Michael, Krishnan, and Mark discussed potential changes to the membership rules and prices at a committee meeting.2. They considered implementing a renewal period, requiring members to be in good standing for a certain period of time, and exploring the possibility of a yearly membership option. <p>Social and Fundraising Committee</p> <ol style="list-style-type: none">1. Carmen discussed fundraising, social events, auction items with the group. <p>Junior Development Committee</p> <ol style="list-style-type: none">1. Vedran and Michael had a scheduled meeting coming up with the JPC. <p>Personnel/HR Committee</p> <ol style="list-style-type: none">1. Vedran, Dan, Carmen, Krishnan, and Cliff discussed various HR-related issues including the frequency of Semi- Annual Performance Reviews.



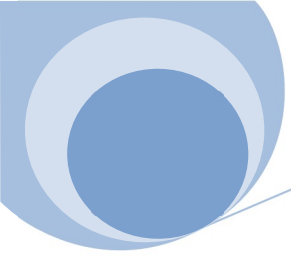
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	<ol style="list-style-type: none">2. Future planning for full-time employees were discussed around permanent residence, complexity of contracts and payment structures.3. The board agreed to schedule an HR committee meeting to address these matters.4. There was disagreement between board members on completion of timesheets for different employees but the members came to an agreement to ensure compliance with labor laws and proper payment for overtime.5. Some full-time employees may be asked to submit a monthly schedule for their hours. <p>Facility Management Committee</p> <ol style="list-style-type: none">1. Board members expressed concerns about the lack of communication and transparency regarding facility renovations and expenses. <p>Pickleball Committee</p> <ol style="list-style-type: none">1. Mark, Dan, Krishnan, Michael, Vedran, and Carmen discussed various topics including a pickleball tournament and pickleball schedules.
Unfinished Business	
New Business	<ol style="list-style-type: none">1. Strategic Plan Discussions (CR)- Please refer to President's report.2. New committees, memberships, annual agendas, etc<ol style="list-style-type: none">a. A request was made by Carmen for committee agendas, and membership lists. They agreed to send out committee lists and discuss goals, but there was some disagreement about the necessity of sharing agendas and goals with the board.b. Dan, Vedran, Carmen, and Krishnan discussed the importance of setting goals and being organized in order to present a clear vision to funding agencies. They debated whether each committee should have specific goals and how much detail should be provided to the board.



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	<ul style="list-style-type: none">c. Carmen, Vedran, Krishnan, Michael, and Cliff discussed the lack of clarity and accountability within the committees. They debated the formation and dissolution of the Coaching committee and the need for clear goals and guidance from the board for each committee.d. Vedran, Cliff, Krishnan, Carmen, Mark, and Michael discussed various topics including the role of the chair, the importance of documentation and accountability. <p>3. Membership dues (VD, MA)</p> <ul style="list-style-type: none">a. Vedran, Cliff, Krishnan, Carmen, Mark, and Michael discussed membership renewal issues, and converting non-members into members.
Adjournment	Time: 9:20 pm
Next Meeting	Date: September 12, 2023