

***Hop Brook Tennis Club Board Meeting
January 22nd, 2023***

The meeting of the Hop Brook Tennis Club Board was called to order by Ted Almy at 7:08 p.m. via zoom.

Present: Ted Almy, Tom Duffy, Tracy Tietje, Althea Schwartz, Todd Raymond, Marc Philo, Jennifer Larwood, and Charlie McCormick

Absent: None

I. Minutes

- The minutes to the November 20th, 2022 board meeting were approved as presented. The minutes to the Annual Meeting (December 3rd, 2022) have been sent to board members and will be approved at the next board meeting, scheduled for February 26th.

II. Annual Meeting Recap

- The proposed 2023 operating budget was unanimously approved.
- The proposed dues increases were unanimously approved.
 - Full time and single sport membership dues increased from \$265 to \$325
 - Associate membership dues increased from \$80 to \$90
- The proposed board slate was unanimously approved. The 2023 nominating committee consists of: President- Ted Almy, Vice President- Marc Philo, Secretary- Charlie McCormick, Treasurer- Todd Raymond. The Board of Governors are as follows: Althea Schwartz, Tracy Tietje, Tom Duffy, and Jennifer Larwood.
 - New Board Member- Jennifer Larwood
 - Jim Peters has resigned from the Board

III. Financial Report

- Todd Raymond presented a financial update to the Board supported by fourth quarter financial statements. Todd stated he paid the tennis court preparation fees as they were never invoiced at the time. Todd believes the insurance costs to have increased. Todd explained that while new member dues and new initiation fees have put the club around even, we will need to draw from the Vanguard account. This is due to the club incurring expenses without income coming in (other than new membership dues & initiation) for the final quarter of the year.
- Todd has not received a propane invoice since November. The propane bill is expected to be modest as only one propane tank was functional for court 1. A second propane tank has been reinstalled and the third tank is missing a part.
- Todd clarified the negative Accounts Receivable is due to an overpayment by a member whose 2023 annual dues will be reduced accordingly.

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- Todd expects the increase in dues (listed in annual meeting recap) to lead to an increase in the club reserves.
- Todd stated the property taxes are due by end of month. A draw on the Vanguard account is expected to pay this item before 2023 dues are received.

IV. Strategic Plan

- Ted Almy is preparing the board to be able to present a strategic plan to membership by the end of summer. In order to do so Ted is proposing the Board lay out a vision of the club for the next 20 years at the board meeting scheduled February 26th. The strategic plan is based around the following items.
 1. Paddle Courts & Paddle Hut- This item has been assigned to Charlie McCormick and Marc Philo. Board is to assess the useful life of the courts and discuss options available to improve or replace current courts/hut.
 2. Tennis Courts- This item has been assigned to Ted Almy. Board is to assess irrigation system, fencing, taping courts, new roller, and potentially adding lighting to court 3.
 3. Clubhouse- This item has been assigned to Jennifer Larwood. Board is to assess the clubhouse kitchen and bathrooms, as well as any other improvements to make the clubhouse more appealing to membership use.
 4. Marketing, Finance, Website- This item has been assigned to Tom, Althea, and Tracy. Board is to assess marketing strategies for attracting new members, assess the billing options available to simplify collecting money from membership, and find a solution for continuous website updating/monitoring.
 5. Pickle ball & Parking Lot Expansion- The Board is to assess memberships response to a survey regarding building pickle ball courts and expanding parking lot. Bid already on file for pickle ball & parking lot expansion.
- Ted recommends Board members involve other members in their respective strategic plan tasks. The goal is to gather information and be able to present membership with timelines and costs for the above items by the end of summer.

V. Other Business/Open Discussion

- None

Adjournment by Ted Almy: 8:04 p.m.

Respectfully submitted:
Charlie McCormick