

MTC BOD Meeting Minutes 10/6/2017 (rescheduled from 9/21/2017)

Directors Present: Marty Marks, Maureen Tierney, Lisa Cush, Emily Birkenseer, Aric Clark, John Honey, Rich Hoffman

Absent: Joan Corbett, Liz Collins

Typed by Emily Birkenseer for Joan Corbett, Secretary

Meeting was called to order at 6:07pm

Two Guest Presentations (Diane Fass and Herb Gottlieb)

1. Diane Fass from House and Grounds presenting about the architectural review proposal, which grew out of last year's member survey. Diane gave the board detailed handouts (do we have that to put in the drop box?) and had a power point presentation. Diane informed the board that House and Grounds is recommending using BAR Architects for the architectural review as they are the original architects of the club and understand it's benefits/limitations. The purpose of the review will be to enhance the design of MTC while decreasing deferred maintenance. It will also serve to increase member services to a wide variety of members. The price and exact proposal are still being negotiated but the price for review is not to exceed \$12,000. The board received this proposal well after discussion and several questions and thanked Diane and House and Grounds for the efforts. A vote on the proposal was not taken at the time of the presentation.
2. Our second presentation was from Herb Gottlieb, who has been hired by MTC to do an audit of it's books and chart of accounts. Chris Horne also contributed to this discussion as he has been working closely with Herb on this project. Herb reported a new break down in our accounts and suggested different ways to ensure numbers reported are accurate. Chris suggested a new way to categorize café staff for accounting. There was discussion about how to make most budget categories fixed with budget variances to ensure we are budgeting correctly. There is also a new report structure to be fed from Quick Books. (Again, do we have Herb's report in the drop box?)

POS System:

Aric presented an update on the POS conversion process. The board discussed front loading of quarterly minimums and using a "rewards point system" and there was additional clarification of how that system will work. There was a motion to charge quarterly minimums upfront starting 1/1/2018. The quarterly minimums are to remain \$60/individuals and \$90/families. This will be charged monthly (could you verify that...I had both monthly/quarterly for the billing cycle). This motion was passed unanimously.

Aric also asked several board members for help with the member communications regarding the new POS as he believes it is an integral part of implementation. Maureen, Emily and Liz are going to help with those communications.

There was also discussion of the elimination of all paper chits (they will be used for emergency back up only), having the system not be self-service (a staff member will need to take orders) and that the system will need extensive testing to make sure we understand staff volumes/locations of POS/kitchen impact. It will also require staff and member training. It was also noted that the kitchen looks to be on the pace to cut losses and it is hoped the POS will help that effort.

Managers Report:

Chris had several things on which to report/discuss:

1. Determining membership caps: Chris tasked the board with thinking about what an ideal number of members are in relationship to revenue and court usage. The current number for MTC to be at maximum capacity is 315. There was also discussion of raising initiation fees or adding a capital improvement fee onto new memberships that exceed our cap. No votes were taken on this issue.
2. Joan Corbett will be leaving the club and the board on 12/1/2017. There was discussion about a replacement and it was decided that the board (I believe Marty) was going to contact Pam Passerti and the nominating committee to get additional names for the board position.
3. The board approved a party for Jack Nixon, but decided for liability reasons that going forward private parties must buy their alcohol from MTC. This vote was unanimous.
4. In light of several large checks we need to write for maintenance at MTC right now (\$21K for Re-Green, added to other liabilities) Chris tasked the board with coming up with ideas for a fiscally solid financial plan. In light of the recent accounting audit the club needs to look at some cost saving plans as well. There was discussion about limiting/stopping capital projects until we have a clearer financial picture.

Committee Reports:

Membership Committee (Emily Birkenseer and Chris Horne for Lisa Cush): See above number 1. In Manager's report.

Finance Committee (Rich Hoffman): See comments on Herb Gottlieb's report and also #4 in the manager's report. Also, it was noted that as Treasurer of the Board, Liz Collins is, per the by laws, to be the Finance Committee liason. Liz was reassigned to Finance and Rich Hoffman was reassigned to the Tennis Committee.

Social Tennis Committee (Maureen Tierney): Maureen reported that the 9/8 Free Guest Night event went very well. MTC made money on the food/beverage portion and found several potential new members. Calcutta is set for this weekend. There are 8 teams of 8 players on 8 courts. The auction raised \$3800 and there are lots of rookie players. Beat the Pro has been cancelled for 2017. The next event for Social Tennis is the Halloween FNL on 10/27 where there will be a round robin, exhibition, buffet dinner and DJ. Sadie Hawkins will be on 11/4 and will be open to Rolling Hills members as well. The Sunday drop in program will now incorporate a pro twice a month. Hit and Run is now going to be twice a month with a pro, fee to be determined.

Entertainment Committee (Emily Birkenseer): Next entertainment committee event is the Texas Hold Em/Chili Cook Off on 11/11. They will also be decorating for Halloween on 10/20.

Tennis Committee (Liz Collins): There was discussion about the impact USTA is having on Social Tennis at MTC. There is an increase of people participating in USTA teams. Chris Horne is working with Jeff Birkenseer from the Tennis Committee to determine a year long calendar to minimize conflicts and to determine number of USTA teams to balance need. We need data to determine what impact we want USTA to have on the club and think of ways to get more USTA players involved in social tennis activities.

House and Grounds Committee (John Honey): See notes on presentation from Diane Fass above

The meeting adjourned at 9:20pm and the next BOD meeting is set for 6:00pm on 10/26/2017.