

Marin Tennis Club
BOD Minutes 1/17/2019
Recorded by Emily Birkenseer, Secretary

Directors Present: Rich Hoffman, Emily Birkenseer, Maureen Tierney, John Honey, Randy Tugaw, Jacqui Osterman, Mark Clem, Aric Clark

Also Present: Chris Horne, General Manager

Directors Absent: Liz Collins

Meeting was called to order at 6:06pm by President, Rich Hoffman

Approval of the minutes of the two December BOD minutes was deferred until the end of the meeting.

Continuing financial discussion:

1. John Honey and Chris Horne noted that we as a BOD have spent a significant amount of time discussing the finances in the last few months. Chris Horne presented a budget to both the FC and the BOD which was adjusted to reflect the new dues increase and new debt structure. While the budget was discussed there was a question of whether or not MTC needs to continue with an in or out of house CPA or auditor. Is there a reason for us to do an annual audit or review of our financials? There was discussion about how to best ensure the accuracy of the finances going forward and how that would look for 2019 and beyond. Chris reported that the progress with Bank of Marin on the debt restructuring is going smoothly and that financing should hopefully be complete by 2/1/2019.
2. Aric presented the financial best practice guidelines that he developed, and the BOD sub- committee and FC reviewed. It was noted that these are an important first step in getting best practices in place for all areas of the club. MTC now has much better analytics to make more informed financial decisions. There was a discussion about the ideal ratio of single to family memberships and how the wait-list may work when a single quits vs. a family. It was noted that a family membership is financially equal to about 1.4 of a single membership. It was also noted that historically MTC has seen a drop in membership in the winter months and we have not seen that happen this year, even after the dues increase. There was also a discussion of creative ways to get single memberships converted to family memberships going forward.
3. Chris noted that the café changes have been well received lately and that the grab and go on Mondays and Tuesdays seems to be driving traffic to Wed-Sunday at the café. That change is saving on labor costs and also cost of goods. Thursday dinners are also going very well.

4. Chris also noted that the tennis pro relationship seems to be going smoothly. We have more revenue from the pros and they seem happy with the rental of courts. Looking into the spring the BOD and Chris would like to see more specialized clinics given by the pros. Geoff Martinez has already committed to this idea and is implementing. Chris was tasked with bringing recommendations to the next BOD meeting.

Guest Policy Discussion:

1. John Honey raised the issue of both our guest policy and our team guest player policy. He made the point that we have a high value of membership at MTC and that our current guest policy and fees may be undermining that value. There was discussion about what is a sensible guest policy, how do we enforce it, what constitutes a “guest,” and what a reasonable fee should be. There was extensive discussion about raising MTC’s guest fee and that vote was deferred to the next BOD meeting. Rich was going to task the Tennis Committee to come up with recommendations on the guest policy and guest team player policy before the next BOD meeting.

Annual Meeting:

1. Rich reported that the nominating committee was close to having three new candidates (2 of 3 confirmed). The Annual Meeting is set for 2/28/2019 at 6:00pm.

Leave of Absence Policy:

1. There was discussion about what constitutes a leave of absence for a non-injury leave, what is appropriate and what is not an appropriate reason. There was a discussion of different options around this policy and how it impacts the financial bottom line of MTC.

Regular BOD meeting was adjourned to an executive session at 7:30pm. Meeting adjourned at 8:10 pm with a motion by Emily Birkenseer, seconded by Jacqui Osterman.

Next BOD meeting is set for 2/11/2019 at 6:00pm