

WOODSTOCK BADMINTON CLUB
BOARD MEETING MINUTES
TUESDAY JULY 9, 2013

Kevin called the meeting to order at 7:00 p.m.

Present: Carol Bossenberry, Adam Clark, Wendy Clements, Kevin Cougler, Ron Cougler, Drew Fallowfield, Darlene Hull, Eric Kendall, Nancy Shaw, Bob Trowhill, Dave Truscott

1. Approval of Minutes of May 21, 2013

Revision under Treasurer's Report: change "where the value came from" to "value of the asset." **Motion** made by Dave, seconded by Carol. Carried.

2. Director Position Assignment

Review of handouts provided by Kevin prior to the meeting: Board Members' Roles and Responsibilities and Committees 2013/14.

Those who were suggested as Chairs were in agreement, with the following adjustments/clarifications:

Darlene- Publicity; will be joined by Carol and Nancy

Eric - Maintenance

Drew - House

Wendy- Membership/ Social

Youth- Bob with Darlene

Adam - Tournaments. Suggestions to Adam for support: Penny, Bill and Bill

Kevin and Dave - Fundraising

Motion made by Carol to approve these assignments, seconded by Eric. Passed.

3. Signing Officers

Discussion on how to avoid possible conflict of interest amongst Board members who have signing authority on WBC's bank account.

Motion made by Kevin to have the current WBC president's name removed as a signing authority on the WBC bank account for one year; to start immediately. Dave, Wendy and Ron will have signing authority for this same one year period. Motion seconded by Darlene. Passed.

4. Committees

Kevin proposed key focus areas for the 2013/14 season with Standing Committees of: Strategic Planning with Dave as Chair. Dave accepted.

Governance to be chaired by Ron. Ron accepted. Carol and Wendy are also interested.

Renovations- Drew agreeable to continue.

Youth will be chaired by Bob, and Darlene willing to assist.

Finance is Ron's recommendation as a new committee to help set and review goals, examine costs/benefits. Ron agreed to chair; Dave is willing to join and a third member will be asked to join.

Darlene made the **motion** to accept these Standing Committees, seconded by Dave.

Passed.

Kevin suggested all Chairs please consider inviting members to join in on some of these short term activities.

5. Keyless Entry

The Board approved the change from the use of keys to a FOB system. A new bundled package with Rogers will be implemented soon. Discussion followed on how to best introduce this system to members, training, cost, mandatory/optional, etc.

Motion made by Dave: to provide greater access for membership, one FOB per membership (excluding juniors) at an additional cost of \$12 will be included in the annual fee. Seconded by Carol. Show of hand vote: 7- for, 2- against, 1-abstain. Passed.

To start off, Kevin and Eric will train those who open the club as the system is ready.

6. Treasurer's Report

Ron provided an update on WBC's Bank Reconciliation as of June 30, 2013: \$25,715.29. He also spoke of the Community Grant received from the City of Woodstock to support youth membership.

Ron will give his four reports monthly and will include figures from last year for comparison.

Ron made the **motion** to have his report accepted. Seconded by Dave. Passed.

7. Budget

Deferred until review by new Finance Committee.

8. Line of Credit

The bank has advised Ron of an additional cost for Title insurance: prime + 1.5% with a monthly fee of \$25.00.

9. Youth Program

Deferred

10. Mission Statement

New Mission Statement proposed by Ron:

The Mission of the Woodstock Badminton Club is to promote, develop and administer the recreational sports of Badminton and Pickleball within the City of Woodstock and the County of Oxford; emphasizing fair play and sportsmanship, while encouraging universal participation, operating within the guidelines of the governing bodies of those sports.

Carol seconded the **motion**. Passed.

11. Floor Project

Drew gave update on progress made and next imminent steps in the Lounge Renovation Project: use of dumpster, painting, flooring and lighting installation. Dave made the **motion**

to accept this report, seconded by Wendy. Passed.

-3

12. Internal Audit

Deferred until reviewed by new Financial Committee.

13. Membership fees

Deferred

14. Programs

Kevin will draw up and circulate proposed descriptions of all programs offered at WBC. Feedback is welcome.

15. New Business

Roundtable discussion:

Ron- a sample and a quote was obtained for outside sign. Ron made a **motion** to proceed with the purchase of outdoor sign/ signs. One sign cost \$2000; Ron will get a quote for a second sign. Darlene seconded. Passed.

Carol requested an update of Pickle Ball hours on website; Kevin will assist.

Eric suggested WCB continue in its practice of providing some funding for our members who will attend the World Badminton Championship in Turkey.

The **motion** was made to forward \$100 for each of the three members going. Seconded by Darlene. Passed.

Church parking issues discussed. Arrangements may be made for members to use a type of sticker to identify vehicles in the parking lot..

Bob asked if a process could be established by which members raise concerns/ complaints/ issues with the Board as a whole. Bob will draft a proposal for the Board to review.

Bob also raised concerns about recent dampness on court surfaces. Consideration will be given to rectify this situation.

An ample supply of birds are now in place.

16. Next meeting

Date adjusted this one time to TUESDAY AUGUST 6th at 7:00p.m. Nancy will host the meeting at her home: 253 Fairway Road in the Sally Creek subdivision. Call 519-290-0730 for directions.

17. Kevin closed the meeting at 9:10 p.m. Motion to adjourn made by Carol, seconded by Dave. Passed.

Minutes submitted by Nancy Shaw