

**WOODSTOCK BADMINTON CLUB
BOARD OF DIRECTORS
MEETING MINUTES
October 14, 2014
Woodstock Badminton Club**

Welcome: Kevin offered a warm welcome and called the meeting to order at 7:05

Present: Carol Bossenberry, Wendy Clements, Kevin Cougler, Ron Cougler, Drew Fallowfield, Marg Johnson, Alice Longfield, Miranda Rowntree, Scott Revell (for Sheila Wright), Nancy Shaw, Bob Trowhill, Dana Wells

Regrets: Drew Fallowfield, Sheila Wright

Guest: Keith Priestman

Keith gave a presentation on "Badminton Direct," a service to Badminton Clubs, offering an on-line pro shop of goods and services. They pick, pack and ship a wide variety name brand equipment such as shoes, racquets, and birds. Additionally they provide sponsorships, commissions, and on-line advertising to clubs who sign on with them. Pickleball supplies are being considered but are not yet for sale. Their website is www.badmintondirect.ca.

Review and Approval of Minutes from September 9, 2014:

Under Treasurer's Report, Wendy would like the line "Motion by Wendy Clements to accept September Treasurer's Report; seconded by Miranda Rowntree. All approved, motion carried" to be deleted since there was no September Report.

Under Junior Program Director's Report Bob would like the last paragraph moved up one paragraph to read:

"Bob noted that with the new season starting and everyone getting back in the swing of things he is happy to say that the Youth Program is also ready to get started. Saj Malik will be joining us again in the same scheduled time slots as previous years with the first lesson kicking off Saturday October 4th. Wednesday afternoon lessons will begin on October 8th. This year promises to be good year with many contacts being built slowly over the last number of years. Through networking, he is hoping to increase the number of participants joining our Youth Program.

Motion made by Carol Bossenberry to accept Junior Program Director's Report; seconded by Miranda Rowntree. All approved, motion carried.

Bob hasn't had a chance to speak with Saj concerning the financial arrangements for the new season but at this point he is assuming that they will not have changed from last season. Based on the season having approximately 56 scheduled lesson slots, with the last slot being Wednesday April 29, Bob would ask that a budget of \$6,720.00 be considered for the 2014-15 season to cover coaching expenses."

Wendy made the motion to accept these amendments to the September Minutes, seconded by Carol. All approved, motion carried.

1. President's Report

Nancy read from Drew's message in which everyone was thanked for their hard work and dedication to the Club as this new group of people come together. Thanks were also extended to Marg, Dana, Alice, Bob and Saj for all the support for a successful Open House. New members are coming out each week. Drew feels we can keep this club growing for another 100 years!

Drew also asked that the WBC Club Rental Policy which was revised at the last Board Meeting be circulated.

2. Past President's Report

Kevin stated his comments are similar to Drew's. He's happy to see the Board's continued growth and progress.

3. Treasurer's Report

Wendy sent out the Financial Statements prior to this meeting: the Balance Sheet as of 30/09/14, the Comparative Income Statement for September 2014 vs September 2013, and a Comparative Income Statement for 01/09/14-30/09/14 vs 01/06/14-30/09/14.

Wendy explained there are several reasons why some amounts may not be seen until the following month. At times some cheques are not cashed right away. Other times, monies collected at the till are not properly recorded until reconciliation is done.

It was noted an annual fee of \$90.00 for our Line of Credit is seen in this month's Statement.

Wendy will follow up with the past Treasurer on the Trillium Grant line on the Balance Sheet.

Wendy's motion to accept this Report was seconded by Miranda. All accepted, motion passed.

4. Maintenance Director's Report

Dana advised the kitchen door lock has been replaced and extra keys have been made with one pinned on the Bulletin Board for all to use.

The security cameras are working well.

He has made initial inquiries about a new water fountain. There are several makes and models from which to choose. After some discussion the Board agreed to have Dana look at models with a cooling element.

Dana made a motion to approve a budget of up to \$1300.00 including installation; seconded by Bob. All agreed, motion passed.

5. Junior Program Director's Report

Bob reports the Junior program is now up and running with lessons 5-7p.m. on Wednesday s and Saturday mornings 9-noon. He is pleased with the numbers- about 16 Juniors attend.

6. Fundraising Director's Report

Miranda, with much experience fundraising, and has been busy working on several ideas. She handed out a survey sheet with suggested activities such as selling mint chocolates, holding a raffle for a gift basket, collect items such as batteries, etc., hold elimination draws during play, and organizing a badminton/pickleball social. She asked for additional suggestions from the Board. Her ideas were well received, especially the prospect of a joint badminton/pickleball social event.

Miranda also distributed "Membership Has It's Perks" sheet she hopes to post to demonstrate the value of taking out memberships. She will enhance it with graphics to attract players' attention.

She is also working on a "Code of Conduct" sheet to be posted around the Club in support of fair play, appropriate behavior and care of our facility.

7. Membership Director's Report

Carol reports this is a very busy time with many memberships being renewed; over \$6000.00 has been collected this past month. She has set out 2014-2015 Membership Forms to remind everyone about renewing memberships. Since the renewal times differ for everyone it is difficult to identify exact numbers but she will try to make this number available in the future.

As Membership Director, Carol identified her responsibility for the education and training of the Club openers. There is a working list of previous Openers, made available by past Board member Eric who dealt with the Openers.

8. Pickleball Coordinator's Report

Scott advised he has arranged for a block of advertising for the WBC on Heart 102 FM. He received full support from the Board.

9. Publicity Director's Report

Marg notes she has connected with the Ingersoll Seniors' Activity Centre and will represent the WBC at the Successful Aging Expo on Saturday October 25th from 10-3:00.

Alice offered to assist. The September issue of our Newsletter and the revised WBC brochure are completed. Alice will help to have copies made for general distribution.

10. House Director's Report

Alice is currently dealing with issues related to people wanting to rent the Club. She expressed her concern about the need for someone to assist with opening/closing since she is often not available. Discussion occurred on how this and other issues can and should be dealt with at Board level, and how we can best support each other. After some dialogue it was agreed there are several options: a time-limited fob could be given to Renters. The outside Lock Box could be set up only for Renters' use with the code changed regularly. An area in the Lounge is needed for both badminton and pickleball equipment to be kept; kitchen access will then be less of an issue. Alice will follow-up with these suggestions.

12. Other Business

Nancy brought forward concerns raised after recent incidents related to locking up of both the Club and the kitchen after use. Do all members know how to set the alarm correctly? Is the alarm working properly? Who will take responsibility to lock the kitchen if the Opener has left? One idea worked on by both Carol and Nancy was a poster outlining the Steps To Close, so all Members have all the information they need right there at hand. Carol will follow-up with these issues.

Date of Next Meeting- Tuesday, November 11th at 7:00 p.m. at WBC.

A motion was made by Wendy to adjourn the meeting, seconded by Alice. The meeting closed at 9:15.

Minutes submitted by Nancy Shaw.