

WOODSTOCK BADMINTON CLUB
BOARD MEETING MINUTES (unapproved)
November 17, 2015
310 Hunter Street
7:20 p.m.

Welcome: Russell called the meeting to order at 7:20, following the Special General Meeting and elections.

Present: Carol Bossenberry, Wendy Clements, Miranda Rountree, Nancy Shaw, Bob Trowhill, Dana Wells, Russell Yeung, member Marg Allen

Regrets: none

1. Review of last Board Meeting Minutes from October 20, 2015- The Minutes were reviewed, no errors or omissions were noted. Carol moved to approve the Minutes, seconded by Wendy, all approved. Motion to accept passed.

2. President's Message-

Russell gave the following updates:

roof repairs should be underway shortly

still waiting for the quote for the outside light; decisions as to how to proceed will depend on the price

WBC's Masters Badminton Tournament is now set up, to be held December 4th-6th. Information is on our website

Canteen staffing- discussions were held with Peter from CES; WBC is eligible to receive 100% funding for about 70 staffing hours, these hours could possibly be extended at a 50% funding rate.

Website- Russell and Miranda's work continues, a model is set up, sizing and quality of pictures are being examined

Parking- the church has an event December 12, asked for no parking at that time

Volunteer to assist with rentals- several responses were received but it is felt extra help is not needed presently.

Rentals- no further rental requests will be taken, even from Members. The only exception will be made for requests for student use.

3. Treasurer's Report- the Financials as circulated by Wendy:

Comparative Income Statement 01/10/2015 to 31/10/2015 vs 01/06/2015 to 31/10/2015

Comparative Income Statement 01/10/2014 to 31/10/2014 vs 01/10/2015 to 31/10/2015

Balance Sheet as at 31/10/2015 (\$314,172.46).

Wendy noted the Rogers bill is higher than normal. Due to a problem with their billing process, Rogers had not sent out notices for two months, so payments were not made. Wendy is now looking after this.

Dana made a Motion to accept Wendy's Report, seconded by Miranda. All approved, this Motion was passed.

4. Fundraising Director's Report- as circulated by Miranda-

This year's mint smoothie campaign will begin in approx. two weeks. 4 cases of minty bars were ordered this year (less than last year) and will be ready for pick up in about 10 days. The cost to us is \$542.24 including tax. This year the bars will be pre-packed in bundles of 10 as per a suggestion made by a club member. I would like to discuss the possibility of a youth program fundraiser if there is sufficient interest in doing that.

In the "other business" discussion: Dana forwarded me information regarding the upcoming Rec & Leisure Fair 2016 which is being held on Sunday March 6th. Registration deadline is Dec. 15th. Would we like to participate again this year? If so, we will need to find volunteers to help man the table.

Discussion followed- Bob will help Miranda promote the Mint Smoothie fundraiser campaign with the youth Members. The Board agreed that it is important to attend the Rec & Leisure Fair. Miranda will register for this event.

Carol made a Motion to accept Miranda's Report, seconded by Dana. All approved, Motion was passed.

5. Maintenance Director Report- as circulated by Dana

There are a number of items as part of my Maintenance Director's report for November:

1. In terms of general maintenance items at the Club, the furnace has been serviced by the Comfort Guy. A second vacuum was purchased to help out with the stairs and court areas in addition to the regular vacuum. Leaf raking and cleanup outside is being carried out by Aaron and will be swept to curb. The City comes to collect leaves the first week of December. Also snow removal possibilities will be discussed at the meeting as winter is approaching.

2. I met with the Woodstock Recreation Advisory Committee on November 10 and discussed pickleball at the WBC. It was a 15 minute presentation where I went over the history, the game itself and the times it is played at the WBC. I handed out brochures and information on the Club in general. Members of the City, City Council and general members of the public were at this meeting. I also found out that paddle and ball rentals are available at Southside Pool for the outdoor pickleball courts at Park Row.

3. On October 29th I met with Chris Cunningham, the Executive Director at the Southgate Centre. We discussed the relationship between SG and WBC and found out it was started a number of years ago with Kevin Couglar. The deal at the time was SG members could play once a week at WBC for free and WBC members could attend SG for free. What has transpired is that there a number of SG members (5 that I know of for pickleball) that come out regularly to WBC. Chris was not aware of any WBC members that come out to SG under this reciprocal program although she mentioned Scott Revell was a valued member of SG and also plays pickleball at WBC.

I asked for a copy of the SG newsletter called the Golden Nugget. Chris said we could place a free advertisement in it each month and that got me thinking that it would be a good idea to promote our Club and memberships - which we ultimately want to convert the free players into. I propose we stick with the same structure that was originally implemented with Kevin between SG and WBC. We allow their members one free play during the week and they pay the court fee if they want to play more, getting them hooked. I know of 2 players now doing that - play Monday for free and come out Saturday afternoon and pay. We advertise the fact that our members can show their WBC

membership card and take advantage of the programs at SG, direct them to their website for more info: www.southgatectr.ca. We can get Miranda working on that for our website. If we need to promote an event at our club, we can do so in their newsletter and website as well. One event at SG that has already been requested that we advertise at WBC is called the 12 Days of Christmas Lottery. SG also has the food component for events that we do not have because of the limitation of our kitchen, so we can take advantage of that as well. If we have an event that requires food or catering, SG could fit this bill.

I think for the number of "free" players that come out from SG, we can leverage this into a reciprocal benefit that could enhance our membership and our image in the "adult" community. My original thought of nickel and diming everyone would not be to our advantage - we have to look at the bigger picture. I think pickleball is an activity that is getting more publicity now in the adult community (especially at SG) as opposed to badminton which everyone knows about. Also there is twice as many times to play pickleball at WBC than badminton for SG members on their schedule (with the possibility of an extra slot on Wednesday morning). Pickleball may be the flavour now but we can promote both activities and advertise the fact that a membership at the WBC includes both pickleball and badminton. Our pickleball section has a sign in book so we keep track of who is using the WBC during the pickleball times. It would be nice if the badminton side did the same thing so we could track who is attending - members, non-members and SG. I have taken 2 of the pages from the SG monthly newsletter (original files are the original pages) and mocked them up to something I would like to see in future SG newsletters. This would allow us some free advertising for the Club. Chris has agreed with the changes and they will be implemented in the December SG newsletter.

The end result of this meeting with SG was more positive discussion about moving forward, and working together in an effort to encourage more players which translates into more members joining the Club or at least increased second time player court fees.

4. I have been working on the revised Fire Safety Plan that was originally prepared by Eric Kendall in 2010. Unfortunately (like so many other items) there was no digital copy so I had to recreate from an original template that was sent to me from the WFD. I am attaching the draft copy for review. The only section that I could reuse was the original site plans which can be inserted at the back of the plan. Once approved by the board, we can move forward to have it approved by the Woodstock Fire Department and then implement the various sections for training Club members.

5. I was speaking with Dave Snihur regarding the Wednesday morning (9 am to 11 am) pickleball session he has been leading for the past 6 months. He mentioned that they now get between 5 and 12 people out at this timeslot. I now feel that this time slot has become established enough that it deserves an official spot in the WBC schedule. Therefore I am proposing a Special General Meeting (at our next regular board meeting December 8) to amend section 6 - Court Schedule, to include Wednesday morning pickleball from 9 am to 11 am. I am filing this motion on Tuesday in order to meet the 21 day notice prior to the next regular board meeting.

Dana also added that he looking for quotes for snow removal, has several possibilities in mind. His contact with the Recreation Advisory Committee was only on an information sharing basis., **no concrete (is that the right word?) results expected. (You can just end it above)**

There was further discussion on the request from Wednesday morning pickleball Members to reserve time for them.

Dana made a Motion to add the 9-11 a.m. time slot on Wednesdays to the Club schedule for pickleball. Carol seconded this Motion, all approved, Motion passed.

Russell will have this added to the website calendar and asked this be included in future Club brochures, publications. In six months this arrangement will be reviewed.

Nancy made a Motion to accept Dana's Report, seconded by Wendy. All approved, Motion passed.

6. Youth Program Director as submitted by Bob-

My Youth Director Report for November is as follows:

October saw the start-up of both the Saturday morning and the Wednesday afternoon junior lessons. As mentioned in last month's report, Saj was away for the first two weeks of the regular season start up. I am now happy to report that the number of attendees for both of these time slots appear to be stabilizing now that Saj has returned. Saturday mornings have regularly seen 20 plus attendees and Wednesdays have remained solid with 16 to 18 juniors each week. Twelve new juniors have been added to the roster for this season with five new prospects being pursued.

Currently there are 32 active junior program members and 41 active Saturday morning participants including juniors. I, for one, am having a great time not only assisting with the coaching aspect of the lessons but learning as well. I have had several of the students express the same sentiment.

The next objective for the junior program will be to ensure that everyone is fitted with safety glasses so that a more consistent adherence to our eye protection policy may be maintained.

Wendy made a Motion to accept Bob's Report, seconded by Dana. All approved, Motion passed.

7. Membership Director Report-

Carol noted that while the Club memberships **fluctuate** slightly, overall they continue to grow. Currently there are approximately 150 members.

A Motion was made by Wendy to accept Carol's Report, seconded by Bob. All approved, Motion passed.

8. Other Business

Bob had submitted two points for discussion:

1. An e-mail protocol has been discussed at a previous meeting with regards to adding a note in the subject line so that the board members would be able to recognize what correspondence has been sent to the general membership. I don't remember exactly what was discussed but propose that we commence this protocol as soon as possible.

2. With more emphasis being placed on updating the website in a timely manner I would like to say good job to those in charge of that. I do, however, need to question if we should be publishing the unapproved minutes from the monthly general meetings. I suggest that the minutes from the general meetings not be posted to the website until after the subsequent meeting and not until approved by the board.

Discussion followed and it was agreed that only approved Minutes from a regular Board meeting will be posted on the website. Unapproved Minutes will be so marked by the secretary until such time they are approved. This does not apply to Minutes from a Special General Meeting or an Annual General Meeting.

Bob spoke further on how the Board can identify all Member emails. The secretary will add "To all WBC Members" in the subject line to so indicate.

Discussion followed on the sending of emails to all Members. It is recognized it is undesirable to receive a large volume of emails, but on the other hand it is important to keep in touch with Members and insure pertinent information is sent out.

While WBC's website is under development, the current practice will continue. It is hoped when the website is fully operational it will be the source for most, if not all of the Club-related information.

Russell handed out 3 resumes from persons interested in working in the Canteen. Another resume was received and circulated earlier. General comments were made to Russell who will conduct the interviews.

A sheet titled "Badminton Club to do's" from Drew was also circulated by Russell. Some of the abbreviations were unfamiliar to Board members. Russell will follow up with Drew.

The Board addressed the issue of the safety of the stairs in the courts, brought forward recently by one Member. After some discussion, the Board agreed with Russell's suggestion that no further steps be taken at this time unless a number of complaints are received from several Members. Then the Board will decide what action needs to be taken.

9. Next regular Board Meeting- Tuesday December 8th at 7:00.

Motion to adjourn- Carol made a Motion to adjourn at 8:58, seconded by Nancy. All approved, Motion passed.

Submitted by Nancy Shaw