

WOODSTOCK BADMINTON CLUB

BOARD MEETING MINUTES

September 10, 2013

Woodstock Badminton Club

Dave Truscott offered his welcome and called the meeting to order at 7:10 p.m.

Present: Ron Cougler, Drew Fallowfield, Darlene Hull, Eric Kendall, Nancy Shaw, Bob Trowhill, Dave Truscott

Regrets: Carol Bossenberry, Adam Clark, Kevin Cougler, Darlene Hull

Not Present: Wendy Clement

Additions to Agenda-

Nancy asked if we could review of our Registration Day- overall, the day was determined to be a success. Arrangements with M&M were successful, some food was left over. Heart FM attended and enhanced our exposure. Many thanks to all who worked so hard to have renovations complete and who helped pull the day together. Suggestions for next time: let's invite past members and let's circulate flyers to neighbors in close vicinity to the Club.

**1. Approval/revision of Minutes of August 6, 2013.**

Revision under 6. Governance- members meet monthly not "weekly"

Motion to accept minutes made by Bob, seconded by Drew. Approved.

**2. President's Report**

On Kevin's behalf, Dave:

circulated "Terms of Reference- Lifetime Achievement Award" for club members. Board members are asked to review the handout and give feedback to Kevin.

advised that during the week of Sept. 29<sup>th</sup>, Canada Post and the Oxford Review will be sending out 20,000 flyers promoting our Club.

noted our pool table is now set up.

Kevin continues to build relationships with the school board. Discussion around club funding for student/family subsidies.

### **3. Treasurer/ Finance Reports**

Ron supplied the 31/08/13 Balance Sheet, Comparative Income Statements for August, and Year To Date, and Bank Reconciliation as of August 31, 2013 (\$17,153.54). (attached)

Nancy moved to accept Ron's report, seconded by Eric, passed.

The Finance Committee meets on regular basis. The Line of Credit is now in place. The County Grant (\$25,000) and Farm Credit Grant (\$15,000) are secured. Discussion on how these funds may be used prudently.

Recent adjustments to Security System incurred minor costs.

### **4. Maintenance Report**

The Club now has several new pieces of equipment: extension ladder for safer court ceiling work, new portable air conditioner upstairs. The pool table and cover is set up. Lockers for the men were ordered, should arrive soon. The cooler was repaired for free. The possibility of future HVAC work was discussed as a remedy for the Club's high humidity.

Eric and Dave will provide training on the security system, Fire and Safety in the building for all club members who have yet to receive this. This will be on **Tuesday, October 1<sup>st</sup> at 6 p.m.**

This training will also include the "release of liability" form to be introduced to our members through our openers.

Eric also reported he and Kevin have approached several local youth based organizations such as Big Brothers Big Sisters, Salvation Army, etc. for the Junior Program but have yet to get a response.

### **5. Junior Program**

Junior Director report is attached. Bob has seen an increased interest from younger children- i.e. 8 years old who require intensive 1:1 training but it's been difficult to recruit members to coach.

Bob advised that Darlene has made it known she is willing to continue/expand her coaching role but would like to be compensated. This would be consistent with current and past coaching arrangements. Bob made the motion to approve remuneration to Darlene Hull as a club coach. (see attached Junior Director Report). Ron approved, seconded by Nancy. Carried unanimously.

### **6. Renovations/House Report**

Arrangements are in place for further work on the roof. Drew is waiting to hear when the roofers can start.

There is nothing to report for the House Committee at this time.

## **7. Membership**

A request was made to see if the membership/renewal procedure could be streamlined. The many forms make the process very time consuming and complicated. This is a timely request given many memberships are to be renewed soon with our new season upon us. An improvement would be very helpful our openers. It would also address a concern raised by a member about paying for a membership early then losing the time when the renewal is processed.

Tracking club use: the use of a sign-in book was one suggestion made.

The issue of guest fees was brought up. Nancy will post notices in the club so everyone is aware.

## **8. Other Business**

Our website recently became non-operational but was rectified by Russell Yeung. Bob sent a thank you on behalf of the Board.

A roll top door in the kitchen will be installed shortly.

Use of pool table by younger players was discussed; everyone felt there should be supervision, restricted access to balls. Rules should be posted so everyone is aware.

**Date of Next Meeting: Tuesday, October 8<sup>th</sup> at 7p.m. at the WBC.**

Dave closed the meeting at 9:00 p.m. and accepted a motion by Drew to adjourn. Passed.

Minutes submitted by Nancy Shaw

