

LCTA Board Meeting Minutes

January 8, 2025

Members present: Steve Meloy, Tom Strizich, Jeff Martin, Brian Luehr, Chuck Magraw, Tamuna Cullison, Katelyn Schaub

- Public Comment
 - No members present
- Approval of December minutes
 - Motion made to approve passed unanimously.
- Pro Report
 - Spring Fever tournament: February 15-17, proceeds to Helena High and Capital High
 - Inquired about backboard and Tennis Channel subscription
 - Kyle to work with Larry to address wall insulation before the tournament
- Club Manager Report
 - Memberships: 201 active, 310 total members (1 new single membership, 1 sold to a new member)
 - Ball machine fee increase implemented
 - Addressing expired credit cards
 - Access card system issues resolved
 - Plans for new signage and remote-control management upstairs for new furniture
 - Golden West measurement rescheduled for vending machine
 - Manager's inbox was installed
- Treasurer's Report
 - Budget data for last 2 years forwarded to Brian
 - Court usage at highest level in past year
 - Payroll expense discrepancy noted; need to discuss with Terry
 - No significant financial outliers
 - December: increased checking account balance, higher expenses due to furniture
 - Overall financial position is good
 - CD matures next month; decision needed on interest rates
 - Scholarship account balance: \$6,100
 - Brian considering treasurer role; will review responsibilities with Jeff
 - Treasurer position crucial to board; VP and treasurer roles should be separate
 - \$600 refund due to member for inadvertent reactivation fee charges
 - Jeff to continue as registered agent with Secretary of State
 - Board approves Jeff's continued role in this capacity
- Sunday "drop in" tennis
 - Court block may need rescheduling
 - Steve to check with Charles

- Membership survey status
 - Announce upcoming survey at the annual meeting
- Furniture Investment
 - Successful assembly party, furniture setup completed
- Court Lighting
 - Drone flight approved inside building by the airport
 - Getty provided updated options
 - Convert lights with 2 saucers to 3 for 30% increase in foot candles
 - Brian to follow up on light distribution and USTA recommendations
 - Ascension to discuss further in March meeting
- Fee increase on ball machine and guest pay
 - Ball machine fee increase effective 1/1/25
- Annual Meeting planning
 - Updates from President, Treasurer, Club Manager, and Pro
 - Covers yearly highlights, finances, memberships, projects, events, etc.
 - One board vacancy to fill
 - Board members to call for attendance; Meg to provide list and determine quorum
 - Weekly email reminders will be sent to membership
- Court Rental Policy
 - Private party went well; Tom checked in before and after
 - Need to develop policy for club use based on this experience
- Value of building for insurance purpose
 - Document compares current policy, Department of Revenue estimates, insurance tool and appraiser results.
 - New estimates include all courts; current policy excludes court 3.
 - Need to update square footage with policy and Department of Revenue
 - Prorated quote for rest of term: \$3,250
 - Board wants to compare premiums with other providers.
- Expanding Terry's Duties for the Club
 - Payments will be made quarterly using LCTA login information.
 - Terry to handle payroll taxes and unemployment insurance
 - Fee increases from \$50 to \$75
 - Motion to approve revised contract passed unanimously
- Beeby Memorial Scholarship
 - Application not yet sent; Stephi is working to finalize it
 - Deadline will likely be the end of January/early February
 - Scholarships to be awarded in early March
 - Board needs to review agreement copy
- Budget proposal
 - Brian put together a budget proposal based on 2023-2025 averages
 - Key metrics to review are net income and cash flow per member

- Outlines current fee structure and proposed budget for year one
- Expenses were rounded based on variability, calculated monthly and annually
- Proposing a \$5 increase to each membership level to improve financials
- Court fees make up about $\frac{1}{4}$ to $\frac{1}{5}$ of annual dues
- Membership approval will be needed for dues increases, not for court fees
- More discussion needed before presenting to membership
- Would like a strategic vision to accompany the budget proposal
- Board to review and recommend adjustments
- Backboard
 - Board further discussed addition of a backboard
 - Motion made to deny building of a backboard and passed unanimously

Next Meeting: February 20, 2025 6:00 PM LCTA