

LCTA Board Meeting Minutes

December 11, 2024

Members Present: Steve Meloy, Brian Luehr, Jeff Martin, Tom Strizich, Chuck Magraw, Katelyn Schaub

- Public Comment
 - No members present
- Approve minutes of November 11, 2024 meeting
 - Motion made to approve the minutes as written, approved with five yes votes, one abstained due to not being present for the previous meeting.
- Pro Report
 - The club will be receiving a donation from anonymous for \$2,000. They want the money to be designated for a new ball machine.
 - The cost of the specified ball machine is approximately \$4,800, so the club would need to find another way to fund the rest of the purchase. Another model of ball machine costs approximately \$5,900.
 - In talking to members, they'd rather have the ball machine than a backboard.
 - Kyle proposed the idea of holding a couple of socials to make up for the difference, or we could seek donations from membership.
 - The club will not make a purchase until we have the rest of the funding.
 - More to be discussed about this moving forward.
 - Will be working with Meg to plan a holiday mixer.
 - All groups all pretty busy right now with clinics being mostly full.
- Facilities Updates
 - Will be working on a net repair project.
 - Reported the sink hole likely isn't an issue unless it's breaking through the surface at this point.
 - Board wants more discussion on this because it could become a safety issue. There may be a need to have someone come in to assess it further.
- Club Manager Report
 - Membership has increased slightly over the past month. There were four new memberships since the last meeting including three high school memberships. There was one membership cancelled (junior membership), one membership placed on hold, and one membership came off hold. There are 204 active memberships with 312 members.
 - Verified the ball machine fee increase would still move forward even if the board moves forward with the new ball machine.
 - Will be working on increasing the ball machine fees in Club Automation and will email membership regarding these changes.
 - Membership survey is still being drafted. This will get sent out in the new year.
 - Vending machine work is still in progress.
 - Had an individual donate an anonymous membership to a junior. We accepted cash for the fees upfront (membership fee plus the first 6 months of dues). The donor wants to

continue paying for the membership while remaining anonymous. Meg will call Club Automation to see if there's a way to hide the credit card from the junior member.

- o Have a member that would like to rent out the upstairs space on December 21st from 2-4 pm. Jeff recommended requiring liability insurance for the day, and the member will need to send us a copy.
 - Motion made to allow the member to have a birthday party on December 21st to utilize the upstairs and one court with a fee of \$25/hour plus a \$25 damage deposit. The member will be responsible for the court fee(s) at a rate of \$8 or \$12 if blocked ahead of time. Motion passed unanimously.
- Treasurer's Report
 - o Overall, trends have been stable. For the current month, court time up slightly, there was some ball machine usage and more guest fees. There has been a reduction in lockers over time.
 - o The scholarship account will have about \$6,000 once we've completed payments for advertising. Once scholarships have been given out, there will be about \$1,500 remaining in the account.
 - The scholarship application is due at the end of January. It's been sent out to the coaches to distribute. There will need to be a committee setup to review made up of non-members. The board was supposed to be part of the application review.
 - Steve will reach out to Stephi to get more information about the process and to ensure the board is included per our agreement. We'll also need to determine if the money for Philipsburg tennis is within our stated agreement.
- Sunday "drop in" tennis
 - o Numbers have been low, but according to Charles, it's still early and may continue to build. The board will continue to monitor attendance.
- Furniture investment
 - o The new furniture has been purchased. Alice will be providing the receipts to the board for reimbursement.
 - o We'll be holding a furniture construction party on Saturday from 10 am – 2 pm to get everything put together.
 - o The kid's room was out of scope of the purchase but is in need of a fresh coat of paint and new ceiling tiles. The cost to do this should be relatively inexpensive.
 - o There may be an opportunity to have some members help with the room and donate time and materials to getting it done.
 - o A motion was made to expend up to \$200 towards improvements in the kid's room. The motion passed unanimously.
- Court Lighting
 - o We have not received any updated materials from Ascension Lighting following last month's meeting.
 - o It would be ideal to get the new lights upstairs at the same time as the furniture since it shouldn't be dependent on court lights.
 - o Steve has not heard back from the airport about whether or not a drone can be flown inside the facility to assess the court lights.

- Backboard Proposal/ further discussion
 - The ball machine donations may supersede the need for a backboard. Further discussions will be had regarding the direction forward.
- Policy on advertising flyers by members
 - Steve gave approval to hang a flyer for dog sitting on our bulletin board in the entrance to the facility. Should have general guidelines for others to follow though.
 - Following discussions, the Board want flyers restricted to the bulletin board in the entrance only. Meg has the authority to approve moving forward. An email will be sent out to membership about how we'll approach this moving forward.
- Value of building for insurance purposes update
 - The current building insurance premium is \$2515, and the liability premium is \$2479
 - With the new value of the building, the total building premium would approximately increase to \$8500/year based on our current estimates. Total premiums (building and liability) would be approximately \$11,000/ year.
 - We have not gotten an estimate from the insurance company, so this could wait until the new premium year, but the risk would be on the club if we move that direction.
 - We'll see what the insurance agent recommends. As part of that, we will need to provide them with the appraisal. The goal will be to get the lowest cost with enough value to replace the building if something were to happen.
- Security Camera/enhancement
 - No updates for this meeting, but this is primarily a future wish list item.
- Creation of LCTA Budget
 - The Board is in agreement that we should have a budget moving forward.
 - Brian will work on putting something together for a budget and forecasting that can be reviewed at the next meeting.
 - To do this, Brian will need three years of month-to-month profit information and tax returns to put this together. We will include items we're looking at purchasing so we have a full picture understanding of our finances.
- Transition Planning
 - Steve and Jeff will both be terming out in February, so there will be two open positions.
 - We will need to determine who can be treasurer moving forward.
 - One option may be having the Club Manager doing most of the work with a board member oversight.
 - Will need someone to take over the treasurer Gmail account and consolidate information prior to Jeff's departure.
- Annual Meeting
 - Will be scheduled for Thursday, February 20th. The meeting will be hybrid (in-person and via Zoom) so as many people can attend as possible.
 - A message will need to be sent out to membership which will include the number of vacant seats available.
 - Board members will need to contact members to attend to ensure we have a quorum.

Next Meeting January 8, 2025 6:00 PM LCTA