

## **LCTA Board Meeting Minutes**

April 9, 2025

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

- Public Comment
  - No members present
- Approval of March minutes
  - Motion made to approve; passed unanimously.
- Pro Report
  - Ball Machine
    - Considering another increase in ball machine fees with the new equipment.
    - Need to make a decision soon regarding the ball machine.
  - High School Seasons
    - High school tennis has started; will attend matches as possible.
  - Programs
    - Continued growth, especially in yellow ball program as kids advance.
    - May need to adjust fall scheduling if group sizes remain large, though numbers fluctuate as kids participate in other sports.
    - Looking for ways to sustain red and orange ball programs during next high school season with Tom coaching.
  - Task Force
    - Meeting scheduled for tomorrow night (4/10).
    - Up to \$50k per court available for expansion.
    - Additional grants exist for facility improvements (lights, wall repair, court screens/nets).
- Club Manager Report
  - Memberships
    - No new memberships, but ongoing discussions with interested individuals.
    - Current totals: 207 active, 317 members overall, no cancellations or holds.
  - Court Hours
    - Updated in club automation and door access (6am–midnight).
  - Bookkeeping/Treasurer Transition
    - Met with Jeff and Brian to transition more bookkeeping and Treasurer duties to club manager; now has access to necessary accounts.
    - Treasurer email has been transitioned.
    - Financial reporting is still in a transition phase.
  - Other
    - Needs to retrieve PO Box key from Jeff.
- Treasurer's Report
  - Bank Balances
    - \$89,934 in bank accounts
    - \$10,200 in CD
    - \$6,000 in Beeby Scholarship Fund

- March Financials
  - Financials were steady with no unusual activity
  - Court usage was high in March
- Accounting/Reporting
  - Need to address depreciation on the profit/loss statement for a clearer net income picture (Brian to review in reports)
  - Brian will review QuickBooks for reconciliation and cleanup of categories, and will also look at the statement of cash flow
- Member Club Usage Payments
  - Previous agreement on club usage payments was not reconciled with Club Automation
  - Moving forward: will pay monthly dues (no court fees), payments to be made every 3 months
  - Meg will clear out the outstanding balance to start fresh
- Other Member
  - Steve discussed: wants to remain a member and will pay outstanding balance
  - Must put a credit card on file
  - Steve to discuss payment plan with Meg
- Resident Member Paying Non-Member Dues
  - Member lives in Helena and should be classified as a resident
  - Meg to contact the member to update membership status
  - No retroactive fees will be charged
- Beeby Memorial Scholarship
  - Next meeting in May
- Ball Machine
  - Donor has selected a ball machine and will contribute \$2,000 toward the purchase.
  - Total cost estimated between \$4,000–\$5,000.
  - Board will decide which machine to purchase but may need to clarify with donor (will ask Kyle about donor's preference vs. board's selection).
- USTA Tennis Venue Services/ Building expansion, Lighting, etc. (Task Force progress)
  - Committee meeting scheduled for 4/10
- Court Lighting project
  - Now included in the USTA Tennis Venue Services task force.
  - Tom will take over project leadership from Brian.
  - Brian recommends working directly with Sports Interior lighting instead of an electrical company.
- Music on court policy
  - Meg sent an email to membership; no further action required.
- Membership contact list
  - Request made to publish a member contact list for arranging matches.
  - Suggestion to allow members to opt out of the list.
  - Meg will post a sign-up sheet at the front for members to opt in, including name, level, and phone number.
- East Helena agreement document

- Facility use agreement for May 16-17 has been completed and needs to be filed.
  - \$150/day to hold the facility (\$300 nonrefundable deposit); \$150/day to use.
- Membership Survey status
  - No progress to report
- Court Rental Policy development
  - Need a more formal court rental policy.
  - Steve will work on drafting this.
- Budget Proposal for coming year/strategic vision
  - Brian is updating the budget proposal with current numbers.
  - Will continue tracking current vs. proposed figures.
  - Budget will be set on an annual basis.
- Building insurance increase prospect
  - Brian to discuss with Jeff; needs to be addressed before August renewal.
  - Should consider shopping around for better pricing.
- Repair expense on sweeper
  - Two sweepers: one recently repaired for \$400 and now outperforms the new one.
  - Larry obtained a \$400 repair estimate; Steve approved proceeding with the repair.
- Summer Meetings
  - Will continue to take June and July off in the summer unless a meeting is needed.
- Facilities Manager
  - Should attend the start of meetings to provide updates and answer questions.
- Budget Decisions
  - Club manager and facilities manager should have authority to make decisions within a set financial threshold.
- Next Meeting Topics
  - Bylaws cleanup.
  - Court fees and membership dues.
  - Membership sales policy-consider whether to stop selling new memberships (would likely require a bylaw change).

Next meeting Wednesday, May 14, 2025, at LCTA