

# ***Hop Brook Tennis Club Board Meeting***

## ***January 17<sup>th</sup>, 2024***

The meeting of the Hop Brook Tennis Club Board was called to order by Rich Halbert at 7:08 p.m. from his home at 115 Old Canal Way, Simsbury.

- Todd Raymond and Charlie McCormick attended via zoom.

**Present:** Rich Halbert, Ted Almy, Todd Raymond, Jennifer Larwood, Althea Schwartz, Lucy Eyre, Marc Philo and Charlie McCormick

**Absent:** None

### **I. Minutes**

- The minutes to the below board meetings were approved as presented.
  - Board Meeting on 11/5/23
  - Annual Meeting on 11/20/23
  - Capital Team Meeting on 11/27/23
  - Board Meeting on 12/14/23

### **II. Financial Report**

- Todd circulated a profit and loss statement from October 1<sup>st</sup>, 2023 through January 17<sup>th</sup>, 2024 along with a Balance Sheet as of January 17<sup>th</sup>, 2024. Todd stated the club's current cash position is reconciled through 2023 and the club currently has strong deposit balances versus same time last year.
  - Total Checking/Savings was \$30,748 as of 1/17/2024 versus \$19,454 as of 1/17/23
  - The Liberty Bank checking account currently has a balance of \$20,576 as of 1/17/24
- Todd explained the paddle court maintenance expense is higher than last year due to a combination of higher heating cost, heater inefficiency, and weather.
  - Paddle court maintenance expense is currently \$3,043 (1/17/24) versus \$1,557 (1/17/23)
- Todd mentioned the steak dinner income/expense was all captured in 2023 and did not carry into the 2024 fiscal year (which has occurred in the past).
- Todd stated other income includes the sale of the pickle ball court surface which sold for \$500.
- Todd mentioned court prep for the upcoming tennis season has currently not been paid but will be paid in the near future. Generally, this is paid 50% in the fall and 50% in the spring (April or May). Todd will be following up regarding an invoice.
- Todd informed the board he has received the outstanding associate membership dues of a member's spouse. Rich had spoken with the member regarding the outstanding associate dues.
- Todd reminded the board he has not sent out any 2024 dues invoices as we are pending the decision of the upcoming capital investment meeting which will also vote on the annual dues amount.
- Todd stated Gus Jacobson was reimbursed \$478.50 as he overpaid.

### **III. AED Review**

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- Lucy informed the board that she has found a potential AED kit for approximately \$500. It would be comparable to the AED kits found in malls and airports.
  - The AED kit is for a one time use which is preferable given it would not require the monitoring/upkeep necessary of a multi-use kit.
  - The AED kit would be in a locked box, you would call 911 to get a code to get into the box.
- The board discussed whether Hop Brook should have one or two AED kits. One for the paddle hut and one for the kitchen. Rich will be reaching out to Simsbury Farms to find out how their AED kit is set up (lock box, location, how many they have).

**IV. Wi-fi Installation & Cameras**

- Rich informed the board the Wi-Fi is now installed and available at the club. A Wi-Fi phone will be installed.
  - A Wi-Fi phone with voicemail will be another way potential members can contact the club.
- Charlie mentioned he is willing to donate a TV as Wi-Fi will allow streaming capabilities.
- The board discussed the possibility of adding cameras at the club. Cameras facing the tennis courts, paddle courts, and parking lot were discussed.
  - The board will find out whether the cameras may be able to be viewed on the club website so members can get a live view of current conditions (weather) or if people are playing.

**V. Board committee/positions**

- Jennifer Larwood has accepted the Assistant Treasurer position. A P.O. Box key will be given to Jennifer. This is a board voting position.
  - Jennifer will assist with picking up checks from the mailbox, depositing checks, and maintaining a list of deposited checks.
- Cheryl Fitch has accepted the social chair position. This is a non-board & non-voting position.
  - Cheryl will oversee the annual social events held by the club.
- Lucy Eyre has accepted the membership chair position. This is a non-board & non-voting position.
  - Lucy will manage new member applications, send out welcome letters, manage and publish the club directory, look into new ways to attract potential members, provide treasurer with new member information, maintain constant contact for membership distribution, and oversee the membership section of the club website.
- The board will be discussing further whether to make the maintenance chair a board position.

**VI. Capital Plan Membership Survey**

- Rich stated the membership survey results prioritized the below items as follows:
  1. Bathroom Upgrades
  2. Replacing Platform Tennis Deck

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3. Tennis Court Fencing for courts 2 & 3
  4. Pavilion Upgrades
  5. Kitchen Upgrades
  6. Pickle Ball Courts
  7. Lights for Tennis Court 1
  8. Tennis Court Backboard
  9. Lights for Pickle Ball Courts
- After a lengthy discussion the board agreed that Pickle Ball should be considered as a future project (5-7 years). The club currently has the space to add Pickle Ball courts for that future project.
  - The board decided to recommend the following improvements be included in the assessment: Platform Tennis Courts, Bathrooms, Tennis Court Fencing, and Deck Replacement.
    - Kitchen and pavilion upgrades were discussed, and the board decided these improvements should be scheduled for 2026 or 2027. These improvements could also be made if enough donations were received or there was extra money from assessment.
  - The board agreed the capital assessment meeting should have one vote for what the Board recommends. If this recommendation is voted down the board would then come up with a different option for the club to vote on.

**VII. Other Items**

- The board discussed whether the assessment should be done by household or for all full members. There are currently 28 households with two full members. The board took a vote on this and approved having all full members pay the assessment.
- The board agreed the assessment should be paid over a maximum three year period by the full members.
- Marc Philo will be reaching out to the Simsbury Public Library to schedule the Capital Assessment Meeting.

The board agreed to hold a board meeting prior to the Capital Assessment Meeting to prepare for the meeting. That meeting is TBD.

Adjournment by Rich Halbert: 9:27 pm

Respectfully submitted:  
Charlie McCormick