

Hop Brook Tennis Club Board Meeting
April 3rd, 2024

The meeting of the Hop Brook Tennis Club Board was called to order by Rich Halbert at 8:34 p.m. via zoom.

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

Absent: Todd Raymond

I. Minutes

- The minutes to the special assessment and the 2/25/24 meeting will be approved at the next board meeting.

II. Financial Update

- While Todd Raymond could not attend the zoom meeting Todd emailed the Board an Accounts Receivable Aging, Balance Sheet and Profit and Loss Statement all dated 4/3/24.
- Rich summarized the Balance Sheet for the Board, stating the Liberty deposit account is up to \$153K and Vanguard currently \$10K. The elevated balances are due to the number of membership and assessment checks which have been deposited.
- The Club currently has total Accounts Receivable of \$55,281
- Total Income on the Profit and Loss Statement currently totals \$129,655. This consists of special assessment of \$98,666 and dues of \$30,638.
- Rich stated that he is looking into the online access for the Vanguard account to confirm both Ted and Todd have access.

III. Membership Status

- Rich informed the Board that the club currently has 97 full members and 59 associate members.
 - 16 Full members and 11 associate members have not paid.
 - All but 5 of the full and five associate members have responded to Rich that they paying soon.
- The club has currently lost 16 full members, 11 associate members and 9 members who moved from full to associate.
 - In the assessment the Board factored in losing 15 full members.
 - Rich noted he is unsure of the membership status for the Fox & Morehouse members.
 - Jennifer Larwood informed the Board that the Fox's plan on re-joining.
- Rich will be calling Kay Brooke who has not paid her 2023 dues.
- Carson & Elizabeth Payne have been contacted to join the club as new members without an assessment fee (see prior minutes for background)

IV. Compensation for Rolf Anderson and Tom Getler

Hop Brook Tennis Club Board Meeting

April 3rd, 2024

- After discussion the Board decided to table the compensation discussion until the bathrooms are completed. This will be a topic at the next board meeting.

V. 2024 Membership Invoicing Status

- The 2024 invoices were sent out on 2/15/24 and so far \$131,966,85 has been collected via the following breakdown.
 - 81 Full Members
 - 48 Associate Members
 - 44 Full Members paid entire invoice
 - 37 Full Members paying installments
- There are currently 16 full members and 11 associate members who have not yet informed the board of the resignation or paid.
- Mary Porter Wright and John Wright may drop back from two full time members to associate members.

VI. 10 Year Capital Plan

- The Board discussed three loan balance options \$110,000, \$120,000, or \$130,000. After a discussion on the best strategy for the club, the board agreed that between \$110,000 and \$130,000 would be drawn on the Thomaston Savings Bank Line of Credit.

VII. Court Pro Invoice

- The Board unanimously approved payment of the \$44,000 second downpayment to Court Pro.

VIII. Property Donation

- Rich Halbert informed the Board that the Pastor's closed on their real estate transaction and that the original offer of land (1 acre) was agreed to and accepted by all parties.
- Rich spoke with the Pastor's attorney and the property to the club should have been filed with the town on 3/28/24.

IX. AED Review

- Lucy Eyre is currently reviewing two different AED models, both made by Phillips. The Simsbury Fire station and Duncaster Senior Living both use Phillips models.
- Lucy informed the board the cost would be between \$1,530-\$1,945. The price difference is due to the storage of the model. If storing on outside of building the cost would be more expensive. The model would last approximately 8 years. Lucy will be emailing the Board with more details regarding the models.
- Once ordered the Board will need to discuss where to keep the AED model and whether it should be kept in the Paddle hut or Kitchen.

Hop Brook Tennis Club Board Meeting

April 3rd, 2024

- The Board recommended having an instruction of how to use the device at either the opening day or tennis or the annual meeting (or both).

X. Paddle/Tennis Pro

- The Board discussed the idea of a tennis & paddle tennis pro at length. The Board agreed the position should be re-evaluated annually and have the current professional confirm they would to continue.
- The Board agreed the chosen professional would have to pay full dues but would not be subject to assessments.
- The professionals would need to host a minimum of 4 free clinics. One of the clinics would be open to non-members
- The Board agreed there is no limit to the private lessons a professional has, but these lessons need to take place in off peak hours.
- The professional would inform the Board how often they perform non-member lessons.
- The board unanimously agreed the professionals to be Tom Chauvin for Tennis and J.B. Nickles for Platform Tennis.

XI. Capital Plan Status

- Charlie McCormick informed the Board that the loan request is currently in credit underwriting and is expected to be approved in the next week.
- Rich stated the closing is anticipated to take place the second week of May.
- The bathroom demolition is complete and work has begun inside. The goal is to have the courts ready for the Big Paddle Tournament (April 20th).
- The Tennis Court fencing is currently being bid by two companies.
- Rich informed the Board he is hoping to save approximately \$5,500 on the deck with volunteer labor from membership. This labor would need to be completed by May 27th, prior to Court Pro's arrival.

XII. Associate Member Limits

- The board discussed the associate member play limits at length as many board members are receiving questions related to playing time. Rich will circulate an email to membership stating that all associate members can use the club facilities twice per month.
- Associate Members are allowed to play a total of two times per month, this could be 1 tennis outing and 1 paddle outing, 2 tennis outings, or 2 paddle outings.
- The Board hopes the email will inform members so they know the rules and do not break them.

XIII. Other Items

- Board to confirm there is a fire extinguisher and first aid kit easily accessible.

Hop Brook Tennis Club Board Meeting
April 3rd, 2024

Adjournment by Rich Halbert at 9:59 p.m.

Respectfully submitted:
Charlie McCormick