

**Minutes of March 18, 2010
BRSC Regular Meeting**

Board Members Present:

Jim Colby, Sheryl Putnam, Rich Colbert, Jenny Grunke, Mike Frelleson, Dave Northness, Jonathan Bloomer, Jerry Adams

Board Members Absent:

Sharon Pointer, Vivian Klein, Mike Kirby

Members in Attendance:

None

Staff Present:

Bill McGrath, Debbie Schlund

Call to Order:

President Colby called the meeting to order at 6:00 pm.

February 2010 Minutes

The February 2010 minutes were previously approved electronically. No action required.

February 2010 Membership Status Report

Bill presented the February 2010 membership report.

Full dues paying members:	506
Total tennis members:	526
Total fitness members:	39

There was an increase in the number of full dues paying members by eleven (11) and 29 changes in membership for the month of February 2010.

Manager's Report

Bill McGrath stated that a certificate of appreciation was presented to Wimbledon Doubles Champion Wesley Moodie on behalf of the BRSC. Board member Jenny Grunke presented Wes with the certificate and expressed the BRSC's appreciation for his charitable work through the Wesley Moodie Foundation. A photo is forthcoming to hang on the wall.

Bill reminded the Board that information is needed from each Board member as it relates to the club's liquor license requirements.

Bill reported that the Tournament Committee under the leadership of Dave Roberts has been formed. Current committee members include Dave Roberts, Val Roberts, Mike Buckingham, Rich Arave and BRSC Board Liaison Vivian Klein. A Tournament Committee meeting will be scheduled soon.

Bill reported that Team Tennis 2010 has concluded. The BRSC realized a \$3,300.00 net profit. .

The Men's 55 National Tournament held at BRSC in February realized a net profit of \$1,167.00. Additional profit is anticipated from partner hotels that provide BRSC with a small stipend amount.

The Twilight Odd Tournament resulted in a \$704.00 net profit.

Men's Night generated a \$605.00 net profit for February. Jonathan Bloomer reported that a member has approached him with an idea for a successful program idea similar to Men's Night.

Bill reported that he is currently engaged in dialogue with Overhead Smash as it relates to the terms of their lease.

Bill reported that the club's closing policy has changed. Two (2) people will now be responsible for closing. The previous policy only required one person to close the club. This policy change is being done, in part, due to a recent theft incident.

Bill reported that Dave Massie's job description has been reviewed and updated to include new member orientation.

Facilities Committee

Sharon Pointer was not present to provide a facilities committee report.

Bill provided the facilities report in Sharon's absence. Bill briefly reviewed a proposed list of capital improvements for 2010.

Bill reported that the swimming pool will be drained next week. Ryan Thompson, Pool Manager, will begin outreach to schools, churches and area businesses to promote the pool.

Bill reported that the club's phone line was accidentally deleted by a Qwest technician last week and phone service was disrupted for an afternoon. The aging phone system was discussed including leasing verses purchasing options. Additional research needs to be completed on these options.

Finance Committee

Mike Frelleson presented the February 2010 financial statements. Mike F. and Debbie met on Tuesday, March 16, 2010 and reviewed the February financial statements and accompanying explanations.

Mike F. began a review of the food service operation in February. An inventory is being completed in order to get an accurate cost of goods sold. An inventory of food waste is also being prepared. Mike F. will report additional results at the April BRSC meeting.

Mike F. reported that several small changes including changing coffee suppliers and snack bar improvements should make a difference. Mike F. said that the food service is well-received by many members.

There was some discussion regarding bank card verses debit card transaction costs. Bill stated that additional research needs to be done on opportunities to consolidate bank charges, when the opportunity to do so exists.

Jonathan commended the club's recycling program but stated that the club can do a better job about recycling certain items, such as tennis ball cans.

Dave made a motion to accept the February 2010 financial statements. Rich seconded the motion. The motion carried.

Marketing Committee

Sheryl Putnam requested that each board member sign a "thank you" card for the Irish Dancer group that performed at the club on Saturday, March 13, 2010. Bill will make sure the card is given to Shelly Lane, who coordinated the dancers.

Sheryl reported that a joint meeting of the Marketing and Communications Committees was held on March 1, 2010. The purpose of the meeting was to determine task assignments between committees. A task assignment list was prepared and the respective committees are working on their assignments.

One of the marketing assignments completed this month was research on signage permit requirements for the City of Boise. It does appear that any additional signage out front by Cole Road would require a permit. Sheryl provided Bill with a copy of the city regulations, fee structure and permit application for his review.

The marketing/communications committee will be discussing the electronic reader board at their next joint meeting. Bill indicated that the electronic sign has not, to his knowledge, generated any membership opportunities.

Additional research needs to be done to determine if BRSC can reach out to those folks that are on the BSU BOAS tennis center waiting list.

The next joint communications/marketing committee meeting is scheduled for May 10, 2010.

Communications Committee

Jerry Adams reported that the communications committee will initially be focused and working on improving internal communication opportunities. Jerry reported that the member directory is still under production and will be discussed further under New Business.

Jerry reported that the BRSC website is an area that the committee will be targeting.

Jerry reported that the communications committee will be researching a new member mentoring program.

Jerry also reported that a current email list needs to be enhanced in order to effectively communicate with members.

There was general discussion regarding the image of BRSC teams and the perception of club teams both internally and externally and the importance of representing the club well.

Employee Handbook Committee

Rich Colbert provided draft handbook to the Board members electronically before the Board meeting and is in the process of reviewing comments/suggestions.

Clarification is needed in a few areas, etc including the employee's 401 plan. The committee will be making additional corrections and will present a final draft for Board review.

Old Business

Food service operations – see discussion above under Finance Committee. Mike F. reiterated his previous comments about reviewing the food service operations. Mike F. stated that Crystal has done a nice job of providing cost of goods and has been pleasant to work with.

New Business

On-line court bookings – Bill performed additional research on this subject. In order to upgrade the system to accommodate an on-line court booking system, an upgrade to the TennisConnect program would need to occur. Additional fees would be required.

Some current BRSC policies could not be incorporated into an on-line booking system. Several of the system limitations were discussed. Bill's recommendation is that the on-line booking system with TennisConnect does not meet the BRSC's needs at this time. Additional research into other on-line booking systems needs to be conducted.

Policies and Procedures – Several policies and procedures listed in the BRSC Member Directory were reviewed. The following clarifications/changes were made:

- Sale of BRSC stock required written notice to the club of the transfer naming the individual who has purchased the stock.
- There are two (2) types of memberships: Stock and NTM.
- Student memberships are available to full-time students.
- Only BRSC tennis professionals may teach tennis at BRSC.

Jerry made a motion to accept the changes as proposed. Dave seconded the motion. The motion carried.

Sheryl stated that visiting Grand Slam tennis champions provide the BRSC with a unique opportunity to offer some type of honorary membership. There was some discussion about what type of honorary

membership to provide. Sheryl said that she would discuss with Bill and provide a recommendation at next month's meeting.

Personnel Committee

President Colby stated the Personnel Committee met on Tuesday, March 16th and that the General Manager's compensation was slightly modified.

There being no further business before the Board, Mike F. made a motion to adjourn the meeting at 8:39 p.m. Seconded by Dave. The motion carried.

Submitted by Sheryl Putnam, Secretary.