

## Minutes of the Mount Pearl Tennis Club Annual General Meeting of 2012

- Call to order 7:40 PM, November 18, 2012.
- Roll call: 17 members attending (18 – Andrew Murphy arrived late) (See Attached)
- Dustin read the 2011 AGM minutes to the membership.
- Dustin read the President's Report for 2012 (See attached).
- Mark spoke to the Treasurer's Report for 2012 (See attached).
  - Highlighted the decrease in salaries as the biggest impact on the finances this season.
  - Also mentioned that the profit from this season was added to \$16,237.63 that was carried over from last season.
- Committee Reports
  - Facilities report is attached.
  - Tournaments and Leagues – update was included in the President's Report.
  - Sport Alliance Report
    - Steve spoke to this report.
    - Steve, Thomas and Stefan volunteered at the Bingo fundraiser.
- Constitutional amendments
  - Dustin read the amendments
  - Sara commented that the amendment Article 2: Section 2 should include the words “...and including...” regarding the junior age restriction. This was accepted.
  - Voting was conducted on the amendments and all passed 18 – 0.
- Greenbelt Rental for Christmas
  - Dustin spoke to the possibility of having a Mount Pearl Tennis Club night at the Greenbelt Tennis Club on a Saturday night before Christmas or during January.
  - Estimated cost was around \$10 and food would be ordered or the event would be a potluck.
  - The membership present was interested in the idea. Dustin will investigate further.
- Election of Officers
  - All members present had one vote except for the following exceptions due to the proxy process:
    - Dustin (9 votes – Dustin Cole, Lenny French, Maria Cole, Zachary Cullimore, Stephanie Schwartz, Bill Tucker, Harold Sheppard, Allison Pittman, Nat Monachese)
    - Thomas (3 votes – Thomas Hawkins, Ken Bavis, Tyler Norman)
    - Brad (2 votes – Brad Tucker, Stephen Brown)
    - Mark (2 votes – Mark Spurrell, Darlene Spurrell)
  - Election for President: Dustin Cole and Thomas Hawkins were nominated. The results were:
    - Dustin: 21 votes
    - Thomas: 9 votes
  - Election for Vice President: Steve Cook and Meagan Condon were nominated. The results were:
    - Steve: 23 votes
    - Meagan: 7 votes
  - Election for Treasurer: Mark Spurrell and Stefan Jones were nominated. The results were:
    - Mark: 21 votes
    - Stefan: 9 votes

- Election for Secretary: Brad Tucker and Meagan Condon were nominated. The results were:
  - Meagan: 19 votes
  - Brad: 11 votes
- During the election there was lively discussion regarding membership, leagues, and advertising. It was asked that this feedback be emailed to the executive after the meeting.
- Dustin explained the appointed positions of the executive and asked that anyone interested in a position forward their name and their interest to the executive.
- Meeting adjourned 9:16 PM

## **Attending Members**

Andrew Murphy

Brad Tucker

Darroch Jones

Dustin Cole

Evan Vokey

Heather Jones

Mark Spurrell

Mary Spurrell

Meagan Condon

Mike Condon

Nathan Bessey

Sara Hawkins

Sean Carroll

Stefan Jones

Steve Cook

Thomas Hawkins

Valeria Smith

Wayne Spurrell

## **Mount Pearl Tennis Club - President's Report 2012**

By: Dustin Cole

### Opening Summary

I was very happy to represent the Mount Pearl Tennis Club and its members as your President. This report was prepared to summarize the events and activities of the club and the executive members throughout the year. I hope you find this informative.

The executive for this past year has been:

President/Tournaments – Dustin Cole

Vice-President – Meagan Condon

Treasurer – Mark Spurrell

Facilities – Mary Spurrell

Sport Alliance – Steve Cook

Secretary – Thomas Hawkins

This report provides updates for finances, facilities, tournaments and leagues, coaches, memberships and sport alliance.

### Finances

The club has had an up and down track with finances over the past 10 years, with some years being profitable and some years being a deficit. This year I am very pleased to report that we have achieved almost \$7000 profit. This profit was achieved by reducing club staff to correspond to the amount of members registering for the program, and by using junior level coaching where in previous years we had a mix of junior level and senior level coaching. We had tried to obtain a senior level coach for this past summer but we were unable to find anyone local.

As some years have been profitable and some years have been deficits, these numbers have balanced out and the club's balance is very healthy and has not changed much over the past 10 years.

This year we applied for several grants, and received several thousand dollars.

Our main sources of revenue are memberships, grants and club rentals. Smaller amounts of revenue come from tournaments and canteen sales. Our main sources of expenditures are salaries and equipment.

### Facilities

This year has seen a significant jump in rental income. Possibly a big reason was the past years renovations and improvements in the overall atmosphere and upgrades to

the facility. People mostly rent for 50th/60th birthday parties and bridal and baby showers. We did add the option of renting for children's birthday parties which we did not allow for years, however they ended up being very few of the rentals. The month of December is a very busy month for the club, mostly with business rentals for Christmas parties. We were lucky to find a corporate rental in the past few months that rents weekly at a discounted rate - which has provided us with an increase in income. The 2011 AGM reports rental income as \$6140 - we are happy to say that the number has increased for 2012 to \$9540, an increase in \$3400 (a 55% increase over last year).

The club is available for rental throughout the year, and this past summer was the second summer we decided to rent the club out throughout the summer, in addition to the remainder of the year. We thought this was a necessary move in order to keep up the revenue in an attempt to increase our financial balance.

### Tournaments and Leagues

The tournaments and leagues were very successful this season in terms of participation. We had 4 adult tournaments and 3 leagues.

The 4 tournaments held were, 1) the Club Pre-season Closed, which is a club members only tournament in which 11 members participated; 2) the Mount Pearl Open, which is a provincially ranked open tournament in which 27 players participated; 3) the Mount Pearl Molson, which is also a provincially ranked tournament in which 15 players participated; and 4) the Club Closed, which is a club members only tournament in which 24 members participated. Molson was one of our tournament sponsors and donated many prizes which were awarded during the tournaments.

The 3 doubles league were, 1) the Bandit's League, played on Thursday evenings a men's doubles league composed of 6 teams; 2) the Ranger's League, played on Monday evenings a men's doubles league also composed of 6 teams; and 3) the Singles League, played on Sunday afternoons composed of 11 players. Molson was our league sponsor and donated several cases of beer.

All tournaments and leagues were very competitive and fun for the players involved. All leagues were completed by the end of the season.

In addition to the Mount Pearl hosted tournaments, many Mount Pearl players attended the Gander Central Open tournament this summer. There was a large draw for men's singles and doubles, with a total of approximately 25 players competing.

### Coaches and Staffing

For this summer we had two coaches on staff, Lenny French and Stephanie Schwartz. They were responsible for the junior and adult lesson programs. They have been

coaching at the club for several summers now and we hope to have them back again next summer.

We have also been talking with one senior level coach in an effort to obtain senior level coaching for the adult members. Our plan for next summer will be to have a senior level coach doing the full adult lesson program. Once we have someone in place, we will advertise and promote this to help attract new adults, and to keep the interest level up for present members whom wish to have a higher technical level coach.

With the profit that was achieved this summer, we intend to use this money to put back into the club to help grow the adult lesson program with more experienced coaching. Additionally, this person would also act as a guide for the younger coaches.

For club house attendants we had Allison Pittman with Adrianna Smallwood as the Manager. However, Adrianna had to decline her position and we were unable to find a suitable replacement at the time, so Meagan took on many of these responsibilities, which included setting up all supplies for the summer and reorder stock when needed. Meagan set up payroll for the staff and called in and kept track of staff hours to our payroll company biweekly. All deposits and book keeping were completed by her throughout the summer making weekly reports of the finances. Meagan also made all the deposits for rentals, picked up the mail at the bank, completed T4 paperwork and coordinated city days with city staff. Mark and Meagan often collaborated together to work on financials and setting up billing and payments for the accounts used this summer.

### Memberships

Unfortunately membership was slightly down this summer. Last summer we had a total of 94 members, which included 31 Adults and 63 Juniors.

This summer we had a total of 85 members this year, as follows:

Adults: 42

Juniors: 43

Our marketing plan this past spring included targeting schools in the Mount Pearl and Paradise areas by sending out information sheets to every child in school for selected grades. I believe it was K-9 grades that were targeted. Next spring we plan to do the same, but also try to target groups like Scouts and Girl Guides, to raise awareness and encourage people to join up.

### Sport Alliance

Great communication with the Alliance all year; relationship continues to grow. Activities included regular monthly board meetings, bingo fundraiser meetings, as well as two informal socials – one of which we hosted.

Responsibilities were the pick-up, distribution, collection, and delivery of 1000 spring/summer draw tickets as well as our share of pre-sale tickets for the bingo. We profited \$564.65 from the bingo. Would recommend we do this again.

### Public Relations and Events

Mount Pearl Frosty Festival - Mary Spurrell is our representative for the Mount Pearl Tennis Club. Every year Mary works with Reid Music and VOXM to put off a variety concert with the help of some very talented singers and musicians. One of the biggest hits of the night is always collaboration with city councilors and city residents who dress up in drag and put on a skit. The event usually sells out with seating for 300. A lot of time and effort goes into making this event go off without a hitch and yet again this year's event was another success. Please show your support for our community efforts from Feb 8th-Feb13th 2013, we are looking forward to it!

An ongoing problem for our club was finally resolved this summer. Every summer we've had a regular safety issue with softballs clearing the net and entering the tennis courts. And every summer I had spoken to the City. This summer I met with the Sport Alliance and exchanged several emails with the Mayor/City, and with the help of the Sport Alliance we conversed with the Softball organization. They were understanding of the issue, discussed with their players, and also purchased lower pressure type balls. After this discussion was held there was not a single ball enter the tennis courts. I'm also happy to report that I was advised by the Mayor that the field will be decommissioned and there should be no further concerns with respect to safety.

Summer Games was held in Carbonear-Harbour Grace this summer and Mount Pearl entered boy's and girl's teams. Training practices were held prior to the games so the players could improve their skills leading into the games. Though they did not triumph with a medal both teams fought hard, and were in contention. The participants were: Boy's – Lenny French, Ben Davis, Patrick Breen, Ian Carroll; Girl's – Brianna Gibson, Jaimee Bessey, Mahnoor Hasnain, Noubahar Hasnain. Many parents came out to watch. And the kids had a great time. Dustin Cole and Stephanie Schwartz volunteered as the team coaches.

A potluck was held on the Sunday of the Club Closed tournament. Volunteering for this event were Sara Hawkins and Valeria Smith. Memorial University Distance and Learning Education provided some donations as the sponsor.

Our junior program concluded at the end of the summer with our usual Junior Banquet. The coaches and some executive were on hand to assist, and Sean Carroll provided his assistance also.

In mid-September I attended a meeting with Tract Consulting, Minor Baseball, and the Sport Alliance. Tract has been hired by the City to design the re-development for the St. David's area, and was asked by the City to discuss this with Tennis. I attended on behalf

of the Club, to make Tract aware of the needs and desires of the Club. The full list of items discussed is attached at the end of this report.

At the end of September I met with the City and Sport Alliance to explain to them the poor condition of our courts, the need for replacement equipment such as posts and nets, and the net to re-lamp and repair broken light fixtures. Blair Delaney from the City came down and agreed that he would incorporate these items into the upcoming budget.

### Concluding

We feel that this was a successful summer, and the hard work and dedication of the executive is greatly appreciated. We feel privileged to represent you as your executive and look forward to continuing on with your support.

## Treasurer's Report By: Mark Spurrell

Despite another decline in membership the club managed to have a very successful year financially with a surplus of almost \$6,900. Several factors contributed to this and while we did see a modest 6% gain in revenues, the main factor was the 37% decrease in expenditures, namely salaries.

Salaries have always been the clubs largest expense but without new streams of revenues, they could not keep escalating. The club decided this year to reduce the number of staff and elected not to go after a higher qualified but higher priced coach. This resulted in a savings of over \$7,000.

The tennis club's main sources of revenues are membership fees, club rentals and grant monies. We did see a substantial drop in membership fees this season as we dropped the adult membership rate and did not see an increase in members. The net result was a 23% decrease in membership fees over previous year.

Club rentals overtook membership fees as the biggest source of revenue for the club this year. We had a 53% increase in revenues from club rentals. The club was renovated last season which has helped the club rentals this season - but also hurt the club last season as we were not able to rent the club while the renovations we on going.

We did miss out on a grant this season that we have applied for and received in the past as hiring a high school student was the prerequisite for this grant. We did have one high school student apply for a position at the club this season but the executive made the decision to hire Allison Pittman instead as it was felt she would be a better fit for the position. Allison did an exceptional job this summer so it is felt the decision was the correct one.

The club did receive a federal government grant and a provincial government grant again this year, as well as a grant from the Mount Pearl Sport Alliance. These grants are key to the clubs survival as they resulted in over \$7,100.

A large surplus in revenues this year was indeed a great success for the club financially. The club has a healthy balance but we need to increase membership to ensure this balance maintains. Going forward this will be the clubs greatest challenge.

**Mount Pearl Tennis Club  
Bank Rec  
18-Nov-12**

Balance per books, Nov. 30, 2011	<b>\$16,237.63</b>
Add: Cash Receipts	\$26,016.53
Less: Disbursements	<u>(\$19,123.44)</u>
<b>Balance per books, Nov 18, 2012</b>	<b><u>23,130.72</u></b>

**Balance per Bank Statement (Nov. 18, 2012)** **\$ 23,707.29**

Less: OS cheques

<u>Chq #</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>
1559	08-Nov	Mount Pearl Sport Alliance	14.38
1560	08-Nov	Mount Pearl Frosty Festival	100.00
1561	08-Nov	Thomas Hawkins	182.38
1562	08-Nov	Steve Cook	125.00
1563	16-Nov	Peridot Sales	154.81

(576.57)

**Reconciled Balance** **23,130.72**

Misc Diff

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**Facilities Management and Frosty Festival Representative** By: Mary Spurrell

Mary had volunteered on behalf of the tennis club for over 22 years in many roles. With City staff Mary has been the eyes and ears of the tennis club and the main contact for the building for most of her term. One of her biggest roles was as social director for over 10 years when our club had over 650 members. Mary put so much effort in the role to ensure everyone was involved and had an enjoyable experience for any tournament or social at the club. She would cook chili and seafood chowder for every adult tournament, also having sandwiches for lunch and coffee and tea and donuts all day long. At the end of the year she cooked a huge jiggs dinner for all the members for the year end party. Mary also looked after all junior tournaments as well putting off countless bbqs and parties for the juniors. To this day many tennis players across the province still talk about the fun they would have and the wonderful treatment they always received attending the Mount Pearl events.

Currently Mary puts in extensive amount of time to help run a second source of revenue for the club – one that has been incremental for our program. She has looked after rentals for 15 years now and takes countless phone calls with regards to the clubs availability and to answer questions about the facility. She has renters come to her home to set up payment, deposits, key pick up and drop off which entails her scheduling her day around such things. Mary also looks after any repairs or replacement that the building may happen to need and coordinates it with the city and any city councilors. She is also the contact name for our city police and has gotten many calls late at night due to mischief around the facility.

Possibly less known Mary has also been involved for 15 years as our member that takes on the very large task of Frosty Festival representative. Meetings start in Sept and run until February – which are bi-weekly and move to weekly when the date gets closer. Mary holds a variety concert every year on behalf of the tennis club that draws about 300 people with the help of our sponsors Reid Music and VOCM. The number of hours that Mary puts into this huge undertaking alone would be hundreds of hours a year. This past summer Mary has won a huge accolade due to her volunteer efforts for the Mount Pearl Tennis club. Mary was nominated by two city staff members in 2012 and has won a certificate of recognition for her valuable and outstanding contribution to recreation for 2012. This was an award that covered Newfoundland and Labrador and Mary was one of 17 people to be honored. We would like to thank Mary for her invaluable support to the tennis club and we wanted to acknowledge here today a special thank you to Mary for all the years and time she has dedicated to the tennis club...thank you for everything you do!

Sport Alliance Report By: Steve Cook

Great communication with the Alliance all year; relationship continues to grow. Activities included regular monthly board meetings, bingo fundraiser meetings, as well as two informal socials - one of which we hosted.

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