

**SAN MARINO TENNIS FOUNDATION  
BOARD MEETING**

**May 17, 2016**

**7 P.M.**

**At Jean Dea's Home: 1489 Charlton Road, San Marino**

**Directors Present:** Voting Members, Charlie Perry, Bob Risinger, Ruth Roberts, Jean Dea, Roger Hollomand, Pana Gelt, Alex Voxman and Susan McDonnell

**Directors Absent:** Voting Members, Harold Young, David Stuteville, Jim Dahlstein and Kenneth Lin

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A meeting of the Board of Directors was held on May 17, 2016.

I. Call to Order

President Charlie Perry called the meeting to order at 7:15 p.m.

II. Welcome to the Board - Charlie Perry

Charlie Perry welcomed the Board.

III. Pro Report - Paul Salvador

Family Member Day is coming up on May 22, we have 40 sign ups, will have volunteers from Mt. Sac to help run the events which will cater to all levels of play from beginners to 4.5 players. Summer camps will begin on June 15; there will be three levels and anticipating it will fill up with 24 players. The schedule is as follows: Monday through Friday 11 a.m. - 1:30 p.m., 1:30 p.m. - 3:30 p.m. then 3:30 p.m. - 5 p.m. I will be on vacation from June 5 through June 12, Adrian will open and Daniel will close. There have been some requests for a ball machine so I will bring my machine for people reserve. I currently have two full time Pros and five part time pros.

IV. Minutes - Ruth Roberts

Ruth made a Motion to approve the April 19, 2016 Minutes. Alex Voxman asked that Bob Risinger's motion in section VI be amended to state the following so that it is clear:

**Following this discussion, Bob Risinger made a Motion to delete paragraph 11 in Exhibit A to the draft Concession Agreement in its entirety and replace it with the following paragraph 11:**

**11. *The Foundation, in cooperation with the tennis professional, and subject to approval by the City Manager, shall establish rules to control overcrowding of the tennis facilities.***

There was a 1<sup>st</sup> by Jean Dean and a 2<sup>nd</sup> by Charlie Perry, the motion passed unanimously.

V. Financials

Karen Quon said the finances look good. One West Bank needs to have three authorized signatures before she can take care of the banking. The authorized Officers are Ruth Roberts, Bob Risinger and Charlie Perry. Charlie suggested she put some of the \$176,363 into a rainy day fund of \$60,000. The financial statements are attached.

VI. Facilities Report

David Stuteville is looking for a handyman with liability insurance and proof of insurance, 2 million dollars. Pana may have a referral. **Charlie made a motion to have the interior of the Pro Shop painted**, the breezeway bricks polished and the locker rooms painted. The work is not to exceed \$7,500. There was a 1<sup>st</sup> by Ruth Roberts and a 2<sup>nd</sup> by Pana Gelt, the Motion passed unanimously.

VII. Tennis Ball - Susan McDonnell

The Ball will be in October and she will work with Bob to come up with some games.

VIII. Men's Team Update - Charlie Perry

The team will play through June. SMTC played Flint Canyon and we won that match. If you know a player who is interested in being on the team please let Charlie or Bob know.

VIV. Concession Agreement - Charlie Perry and Ruth Roberts

Ruth will contact the City Clerk to request that we get on the agenda for the September meeting in order to approve the revised Concession Agreement with the City Council.

VV. Additional Business

Bob will email the Board the Reservation data. He said we have a member who is cancelling their reservation 15 minutes before the reservation time and they have a history of being a no show. This is unfair to others who would have reserved the court. We need some criteria to handle situations like these in the future. The board suggested the following: Three cancellations within 60 days less than 12 hours before their reservation time may lose reservation privileges up to 30 days.

Regarding Family Member Day the food will be great thanks to Pam and the budget is set for \$550 which will come out of the Social Events expenses.

Meeting adjourned at 9:06 p.m., there was a 1<sup>st</sup> by Pana Gelt and a 2<sup>nd</sup> by Charlie Perry, and the Motion passed unanimously.

Respectfully submitted by:

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Date:

Ruth Roberts, Secretary of the Board