

Minutes

ETC Board Meeting

Tuesday April 23, 2024

Present: Dean Purdon (president), Catherine Wood (vice-president), Oliver Saner (treasurer) Chris Cobb (secretary), Paul Cormack. Ted Cohen, Beth Fleming (manager). Apologies Barb Fischer

Meeting began: 7.10 p.m.

Most of the board's discussion was related to opening day preparations.

Dean and Paul reported that the courts were close to completion and should be ready in advance of a possible May 1 early opening. Paul noted that work was well underway to replace the wooden boards skirting the courts.

The board agreed to distribute a 'call for volunteers' to help with final preparations—pinning the screens, cleaning the club house, preparing the gardens etc.

Dean reported that the City would be turning on the water to meet the May 1 opening date and new taps installed.

All insurance renewals would be completed by the required May 15 date.

The Board asked Beth to ensure that stewards' training be completed so weather-related closures could be efficiently communicated to members through Court Reserve.

Oliver delivered a budget update in advance of the expected total of member fees

He also said he had met with representatives of Welch LLP and DSB Bookkeeping and recommended engaging both firms.

The Board voted unanimously to engage Welch to perform an audit of the club's finances and financial processes. And voted unanimously to employ DSB for ongoing financial work, including payroll.

Ted, the Board's lead as we take steps to comply with Ontario Not-for-Profit Corporations Act (ONCA), reported that Elmdale is on track to meet the many complex requirements of the new law. The deadline to comply is October.

Membership Update – Dean and Paul reported they were working through the waitlist, calling and emailing to offer memberships.

Miscellaneous:

The club has purchased:

- A new ball machine.
- Protective pole wraps.
- New chairs for courts.

The meeting ended at 9.10.