

**Manotick Tennis Club**  
**Annual General Meeting Minutes**

**30/10/2024**

**19:00**

**Held at The Manotick Legion**

**Directors Present:**

- Phil Johnson (President)
- Regina De La Campa (Treasurer)
- Sherwin Wendell (Secretary)
- Elliot Jackson (Director)
- Diana Dowthwaite (Director)
- Amanda Klowak (Director)
- Conrad Zeransky (Director)
- Adrian Raghunandan (Director)

**Directors Absent:**

- Debbie Cowan (Director)
- Lori Gadzala (Director)

**Members Present:** Kent McDonell, Victor Fochuk, Lori Gunter, Kim Brownrigg, Julie Love, Barb Nicoll, Donna Boudreau, Arek Augustyn, Ziba Heydarian, Paul Leck, Rob Cornish, Rob MacLaurin, Luka Shubat, Aqeel Dagani, Mark Foto, Jason Meekins, Jane Wilson, John Ioannou, Paula Jokiel

Phil Johnson, President, called the meeting to order at 1906. Quorum not present.

**1. AGM INTRODUCTION AND AGENDA OVERVIEW**

The AGM for 2024 began with an overview of the process for conducting the AGM if a quorum is not met, emphasizing the need to confirm motions at the next meeting. The agenda included accepting the minutes, reports from the President and Treasurer, presentations on tennis and pickleball programs, recognition of members, and election of the board. A motion to accept the agenda was seconded and approved.

**2. APPROVAL OF MINUTES**

Members were notified prior to the meeting that the 2023 AGM minutes were available to review on the Club website.

**MOTION:** To approve the 2023 AGM Minutes as posted on the website. Moved Jane Wilson, seconded Jason Meekins, Motion Carried.

### **3. PRESIDENT'S REPORT**

The President's report was introduced, focusing on membership issues, particularly the waiting list parameters and the need to attract more junior members. Detailed membership statistics were provided, noting significant growth to 937 members with a 120-person waiting list, but only 24 junior members. There was discussion on the number of tennis and pickleball members, with a focus on family memberships and their impact on active players. Recent facility improvements were highlighted, including clubhouse renovations, patio construction, and court refurbishments. The implementation of upgraded Jegysoft software system and plans for future improvements, such as a pergola and new furniture, were mentioned.

### **4. TREASURER'S REPORT AND FINANCIAL HIGHLIGHTS**

The financial highlights were presented, noting a healthy closing balance of \$63,063.50 plus Capital Improvement Fund of \$100,000 and a conservative budget for the upcoming year. Despite an anticipated deficit, the club ended the year with a smaller deficit than expected, thanks to increased membership numbers and steady income. The Capital Improvement Fund has grown to \$100,000, with plans for future renovations. The budget for 2025 was outlined, including estimates for tennis and pickleball memberships and income from camps and after-school programs.

- Financial statement attached. (Appendix A)

### **5. DISCUSSION ON MEMBERSHIP CAPS AND UTILIZATION**

It was clarified that the number of junior members is 24, not including family members. There was discussion on the membership caps and the rationale behind them, with some members suggesting increasing the caps based on utilization. The possibility of surveying members to gauge court usage and potential for increasing caps was discussed. The exploration of software solutions to allow wait-listed members to book courts during off-peak hours was mentioned.

### **6. TENNIS PROGRAMS AND CHAMPIONSHIPS**

Various tennis programs were reviewed, including NCTA leagues, club championships, clinics, junior tournaments, and summer camps. The ITF tennis tournament was successfully run, with increased participation and positive feedback from members. Plans for the same tournament format next year, with improvements in space and logistics, were discussed. The champions and their achievements in the club tournaments were recognized. Women's singles: Kim Brownrigg, Men's singles: Arie Goolamallee, Women's Doubles: Lisa Sharpe and Ziba Heydarian, Men's

Doubles: James Hartley and Eamonn Garry, Mixed Doubles: Pierre & Lyne Beaudoin. NCTA Tour League: both Division A and Division B won their divisions at the year end event.

## **7. PICKLEBALL PROGRAMS AND CHALLENGES**

An update on the pickleball programs was provided, including the transition to North Gower and challenges faced due to city-imposed restrictions. The pickleball courts at North Gower were in high demand, but concerns about surface quality and lighting were raised. There was discussion on the potential for pickleball to continue with the club or move to a separate location, with ongoing negotiations with the city. The need for a suitable playing surface and the impact of the city's noise regulations on pickleball programs were highlighted.

## **8. VOLUNTEER APPRECIATION**

### *TENNIS*

League captains: Regina De La Campa, Chris Fisher, Mark Foto; Round robins: Brian Grant, Sherwin Wendell, and Lorna Engel/Karen Kirby and Liz Ritchie/Lori Gunter/ Christa Stanley; Ladders: Jason Meekins; Club tournament: Mark Foto; Renovation Sub-Committee: Rob MacLaurin (Chair), Mark Foto, Andrew Marcus, Jane Wilson, Sherwin Wendell, Amanda Klowak; Clubhouse Renovation Volunteers: Bruce Engel, Bryson Munevar, Chris Clark, Christa Stanley, Claire Beaudry, Conrad Zeransky, Elliot Jackson, Jason Meekins, Kim Brownrigg, Lori Gunter, Neil Sinclair, Phil Johnson, Rob Sandercott, Todd Smaridge

### *PICKLEBALL*

League coordinators: Catherine Langil, Jerri Flynn, Susan Kileen Ramsey, Fran Fournier, Sundeep Sethi, Debra Hawkes, Lise Proulx, Lori Strike, Patrick Flanagan, Adrian Elson, Janice Macleod, Shelley Zimmerman, Allison Cndran, Nanci and Kevein Sorenson; Special Thanks: Erin Fitzpatrick, tech support for league management.

## **2024 JOYCE SORENSEN AWARDED RECIPIENT**

The recipient of the Joyce Sorensen Award for Sportsmanship for 2024 is Mark Foto. Mark was presented with the trophy award and plaque.

## **BOARD OF DIRECTORS 2025**

The proposed slate for the 2025 Board was presented:

For Election: Phil Johnson, Ziba Heydarian, Elliot Jackson, Arek Augustyn, Rob MacLaurin, Luka Shubat

- Phil Johnson (President)
- Ziba Heydarian (Vice President)

- Regina De La Campa (Treasurer)
- Sherwin Wendell (Secretary)
- Conrad Zeransky (Director)
- Elliot Jackson (Director)
- Rob MacLaurin (Director)
- Luka Shubat (Director)
- Arek Augustyn (Director)

Volunteers reporting to the Board:

- Maureen Serafini
- Diana Dowthwaite

**MOTION:** To accept the proposed Board of Directors for 2025. Moved Jane Wilson, seconded Paula Jokiel. Motion carried unanimously.

#### **BOARD MEMBER APPRECIATION**

Appreciation was given to departing Board Members for their significant contributions. Lori Gadzala (President/ IT/ Marketing – 10 years service; Debbie Cowan (President, Treasurer, Secretary – 7 years service); Diana Dowthwaite (Pickleball – 7 years service); Amanda Klowak (Socials / Facilities – 3 years service; Adrian Raghunandan (Governance – 2 years service).

#### **ADJOURNMENT**

**MOTION:** To adjourn the 2024 Annual General Meeting. So moved by Rob MacLaurin. Motion carried. Meeting adjourned at 2003.

#### **Action Items:**

- Explore options for increasing junior memberships and making the club more junior-friendly.
- Investigate the possibility of allowing non-prime time access to courts for waitlisted members through a pay-per-use system.
- Follow up with the North Gower Recreation Association on the long-term plans for the pickleball courts and potential court surface improvements.

Attachment: Appendix A: Manotick Tennis Club Financial Statement 2024 & 2025 Budget

#### **APPENDIX A**

#### **FINANCIAL STATEMENT**

## Financial Statement 2024 and Budget 2025

	2025 Budget	2024 Actuals	2024 Budget	2023 Actual
<b>REVENUE</b>				
Membership Fees	85000	92735	75000	86335
Junior Camps	65000	68447	55000	55180
After-School Program	18500	19106	18000	18924
Tournaments	5000	4607	6000	5910
Interest Received	4000	3974	2000	1012
Misc. Fees	0	440	0	0
<b>TOTAL GROSS INCOME</b>	<b>177500</b>	<b>189309</b>	<b>156000</b>	<b>167361</b>
Tennis Pro Services	78300	75465	64400	64592
Monitors	3000	2860	3500	3420
Bank Fees - Bambora	5750	6215	4600	5142
<b>TOTAL NET INCOME</b>	<b>90450</b>	<b>104769</b>	<b>83500</b>	<b>94207</b>

	2025 Budget	2024 Actuals	2024 Budget	2023 Actual
<b>OPERATING EXPENSES</b>				
Accounting & Tax Filing	1700	1502	1600	1510
Bank Fees	150	155	150	126
Cleaning Supplies	1000	630	1500	1151
Fobs	1500	1363	1500	879
Insurance	1750	1566	1750	1653
Lighting	1400	1366	1500	1230
Marketing	750	535	1000	0
Championship Trophies & plaques	400	928	300	276
AGM room / other rental	500	537	500	187
Pickleball Instruction	6000	5619	10000	0
Printing & Stationery	500	265	0	0
Professional Fees (OTA)	5500	5751	4500	4876
Professional Fees (Ext. Cons - Visioning)	0	0	5000	0
Rent - Arena & meeting rooms for pickleball	3000	2954	2000	2000
Rent - North Gower facilities	0	0	600	500
Repairs & Maintenance inc Septic	3000	4288	3500	3382
Socials	3000	2693	3000	2726
Software	3000	2750	3000	2860
Telephone & Internet	1250	1253	900	839
Website	1000	1005	500	379
Contingencies	5500	0	0	0
<b>TOTAL OPERATING EXPENSES</b>	<b>40900</b>	<b>35160</b>	<b>42800</b>	<b>24574</b>

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	2025 Budget	2024 Actuals	2024 Budget	2023 Actual
<b>INCOME LESS OPERATING EXPENSES</b>	<b>49550</b>	<b>69609</b>	<b>40700</b>	<b>69633</b>
<b>CAPITAL EXPENDITURE</b>				
IT System Upgrade	3000	1250		0
Court Work	35000	34898	25000	939
Clubhouse Improvements	6500	15957	15000	0
Club Improvements - Patio		35120	35000	
Benches				3409
Windscreens - North Gower				805
Equipment - net straps / windscreens etc	1000	893		1848
Equipment - nets/balls for pickleball	1000	898		796
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>46500</b>	<b>89016</b>	<b>75000</b>	<b>7797</b>
<b>NET SURPLUS / DEFICIT FOR THE YEAR</b>	<b>3050</b>	<b>-19407</b>	<b>-34300</b>	<b>61836</b>
<b>CLOSING BANK BALANCE</b>	<b>55000</b>	<b>63534</b>	<b>36592</b>	<b>116605</b>
<b>CAPITAL IMPROVEMENT FUND</b>	<b>100000</b>	<b>100000</b>	<b>100000</b>	<b>60000</b>

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