**Board Minutes**

**March 19, 2014 Board Meeting**

**Lang McLaughry, 316 Main Street, Norwich**

**7:00-9:00PM**

**Board Attendees:** David Barlow, Martin Butler, Bruce Genereaux, Sugar Genereaux, Cathy Hazlett, Rick Higgerson , John Traulien,

**Absent:** Todd Tyson, Ted Thompson,

**Committee Attendees:**  Joanne Wise

**Meeting was opened by Sugar Genereaux, Club President**

Motion to accept the Board Minutes from the February 12, 2014, Board meeting was moved and seconded. Motion passed without any further changes.

**Additional Motion was moved and seconded as follows:**

Approval of Board minutes will completed by electronic communication by each Board member instead of waiting until following the Board meeting to allow more timely distribution to the NRC Membership. Motion moved and seconded. Motion passed.

**Discussion was had on the Semi-Annual Membership meeting April 22, 2014. The meeting will be held at the X- Club at 7PM.**

The Board discussed topics and programming for the meeting. Invites are expected to go out in early April. We will use same invite process used for Fall Annual Meeting.

**Actions:** The Board will initiate a Phone call list for each Board member to call membership to invite them to the spring meeting.

**Actions:** Joanne Wise and John Trautlien will work on developing invites and finalize the program.

**Actions:** Rick Higgerson and David Barlow will work on preparing demonstration of the new Reservation System for presentation at the meeting. There will be an opportunity for members to ask questions following the presentation.

**Tennis updates.** The Board discussed the new reservation system in relation to current contract times and process. Contract reservations will go out to the membership for tennis reservations in mid- late April and will continue to be handled in the same fashion as past years. Expect all contract times to be completed by May 10th and will be in effect on June 1st 2014 the expected opening date of tennis courts.

**Actions:** Joanne Wise will coordinate getting contract letter prepared and out the Club Membership.

**Tennis Contract Reservations:** All contract times will be entered into the new reservation system administratively. This will be completed in May once contract times are established.

**New England Open Tennis Tournament:** The Board discussed a New England Tennis event being established this summer. The Event is called the NE Open to be held in late July. Logistics and information are still being coordinated and this will be presented to the Tennis Membership. If there is interest the club will look to promote a team entry into the event and consider hosting play.

**Men’s ‘B” Team –** The club will continue to support the Men’s B team participation. The league plays on Tuesday nights and the courts will be reserved on those nights for home matches.

**Tennis Maintenance:**

All court maintenance has been initiated with our contractors and will begin as soon as the weather cooperates. There are no major projects related to court preparation required at this time.

Discussion was held by the Board to consider a stone/ gravel pathway to lead from parking area to the tennis courts instead of crossing over the grass. The Board will gather quotes in the spring as to the cost of this project and timing.

**Financial Report:**

**Provided by the Board Treasurer.**

The Club is financially on solid footing. Collection of yearly dues is about 75% complete and there are no outstanding financial concerns at this juncture.

**Indemnification of the Board of Directors**

The Board continues to look into establishing the costs to adding an insurance policy for the Board of Directors. Several Quotes are being obtained at this juncture and further discussion will be had once the information is received.

**Paddle Maintenance**

The Board has continued to collect estimates from local entities with regards to snow removal and paddle court maintenance. These will be compared with our current contractor and reviewed at our next board meeting.

**Paddle Courts:** The club has a 5 year plan with Green Mountain Reilly for continued updates to the paddle courts. We will contact Richards Electric this spring to determine costs of moving electronic conduits off the wires which will need to be completed prior to some of the planned renovations.

**Actions:** David and Todd to coordinate contractors and costs and present the next phase of renovations at the May Board meeting.

**Paddle/Tennis Hut renovations:** The Board had further discussions surrounding upgrades to the Paddle/Tennis Hut. We discussed a general budget for renovations. Rick Higgerson will chair a small committee to bring recommendations back to the board in May.

**NRC Club Bylaws:** The Bylaws were tabled at this meeting. At this juncture the bylaws will be reviewed by the Exceutive Committee of the Board and recommendations presented at the next Board Meeting.

**Policy and Procedure Manual:** Further discussion was had on the manual and we discussed what portions of the reservation system need to be outline in the Manual. Continued Edits still be considered at this time.

**Job Descriptions:** No discussion at this time.

**Actions:** Board members will review various job descriptions, standing committees and provided feedback via email prior to the next Board meeting

**Website:** Updates to the website are still being consider at this juncture and will be coordinated with the New Reservation system.

**Actions:** Martin Butler will create a “questionnaire” for the board relative to the use/future plans of the club website. Responses will be presented at the May Board meeting

**New Business**

**Quechee Paddle:** Discussion was had concerning additional programming with the Quechee Club. We will look to establish some continued inter club events, tournaments and socials. Further discussion with Quechee to be initiated with development of a small committee to work on how these programs would work.

**Defibrillator:** Discussion was had on access to the Defibrillator unit. The Board will look to purchase a wall unit to hold the Defibrillator and be displayed in the Hut.

**BOARD Meetings**

The next full Board Meeting is planned for Wednesday May 21st

At Lang McLaughry office at 7pm – 9pm.

Respectfully submitted,

David Barlow

NRC Secretary