**Board Meeting Minutes**

**October 16th, 2014**

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

**7:00 to 9:00 PM**

**Board Attendees:** David Barlow, Martin Butler, Bruce Genereaux, Sugar Genereaux, Cathy Hazlett, Rick Higgerson, Ted Thompson, Todd Tyson. **Absent:** John Trautlien

**Committee Attendees:** Joanne Wise:

Motion moved and seconded to accept September 3, 2014 BOD minutes: Motion Passed

**Annual Meeting:** Joanne Wise, Cathy Hazlett

Maple Street Catering will provide all food for Annual Mtg. Cathy Hazlett to pick up. Joanne Wise will obtain X club Key.

Program out line to include Bylaws, Elections, Club Updates, Website presentation, new member welcome etc. Discussed have annual meeting and board meeting agendas opened concurrently to facilitate business.

**Actions**: Sugar Genereaux to coordinate agenda with David Barlow. Cathy Hazlett to bring projector and screen to meeting. Joanne W to have Parcel Post invites to resent this week for reminders to all unresponded members.

**Annual Meeting phone calls:**

All board members have been sent updated membership list. The Board will make follow up reminders to members for personal invites to the Annual Meeting.

**Actions:** Sugar will assign Board members portions of membership list to contact

**Treasurer Report**

The Board reviewed ongoing status of the club related to all revenues and expenses. Current budget is on track for this year and we are in good shape with all capital accounts. Costs for all capital projects have been in line with expectations except for upgrades to the paddle hut (see below).

**Guest Fees**

The Board is waiting to hear back from Quechee club on reciprocal guest fee considerations.

**BOD Indemnification**

The Board did not have any further significant discussion on this. Additional information regarding costs to be ascertained.

**Actions:**

Bruce to consult with legal counsel and insurance for update report at next board meeting

**Paddle Tennis**

The Board discussed looking into additional fans for the Paddle Courts. All systems are working currently but it was suggested to have electrical looked at prior to the full season.

**Actions:**

Todd T to contact electrician to have heaters checked. Additional he will look into the cost of fans.

**Contract times**

All paddle contract times have been added.

**Paddle Hut**

The Board reviewed ongoing upgrades to the paddle hut. Charlie Sheppard has indicated that he will likely complete work within the next week. Costs have been significantly more than expected. The Board agreed that work needs to be completed and the additional expenditures were approved.

Motion was moved and seconded to buy new brooms, shovels and battery charged blowers for the upcoming season. Motion passed

**Actions:**

Bruce G to coordinate completion of work with Charlie Sheppard

Sugar G. to look at purchase of new refrigerator for hut.

**Equipment Shed**

The Board discussed having the shed placed on cinder blocks to alleviate rotting and allow for easier access when snow arrives.

**Snow removal:** The Board will be using a new snow service this winter.

**Actions:**

Coordination with plowing service to include shoveling

1. Entrance to the new shed
2. Walkway to breakers and stairs off the South Court
3. In-between winds screens as needed

**Outhouse**

The Board discussed further work to existing structure for outhouse. Work will be completed to clean and repair broken boards, add storage area for toilet paper. Long term considerations of new structure or rental of port a potty with cleaning service for the year was considered.

**Actions:** Additional information to be obtained and further discuss brought forward to the Board. Bruce G. to coordinate with Charlie S. on cleaning and repair to current outhouse.

**Final Court repairs**

The Board has continued to work with Green Mountain Reilly on the completion of all repairs with the Paddle Courts. We have paid a portion of the cost to Green Mountain with the expectation that final payment will be made once all aspects of the project are complete. Punch list: includes back wires on north court, several other areas that need tightening, replacing windscreens on properly, address floor board levelness and board spleens.

**Action:** David to contact Kim at Green Mountain to coordinate timeline and repairs.

**Open House Oct. 26**

The Board discussed general plans for open house. Time frame will be 2-5 pm. Rob Parker will be on hand to conduct demonstration and provide instruction. The event is open to all members and non members alike. Light refreshments to be provided.

**Actions:**

Rick H and Ted T. to post to Norwich and Hanover list serves

David B. to post to membership

**Rob Parker – Paddle Tennis Lessons**

The Board discussed increased visibility for Rob Parker as the paddle pro.

**Actions:**

Sugar G to meet with Rob this weekend to discuss upcoming season.

**Green Mountain Open:**

The Board was updated on current state of the tournament. Applications continue to roll in. We have 3 women’s teams, 10 men’s teams, 4 mixed teams to date. The Board discussed some specifics around hosting. Will look to hold finals for Men likely at Norwich, consideration will be given to hosting event at one site if low attendance is an issue mixed or women’s. Lunch will be held at the Quechee Club. Prizes to be coordinated with Rob Parker, Hats ordered this year as tournament giveaways. The Board discussed having a budget line for upcoming years to include standard engraved prizes.

**Actions:**

David B to contact Michele Dougherty on logistics and coordination with Quechee club. Will look to finalize Saturday dinner plans.

David to continue to promote the event with emails to regional players, clubs etc.

Todd T to coordinate having getting port a potty unit for the tournament weekend.

**Nominating Committees**

The Board discussion was tabled to next meeting. Continued discussion to be had on creation of an independent committee.

**Next meeting:** November 13, 2014 Current BOD

Respectfully submitted

David Barlow NRC Secretary