Norwich Racquet Club

Board Minutes

February 4, 2016,

**6:00 pm**

Andrew Pachner - 56 Elm Street, Norwich

**Board Attendees:** David Barlow, Bruce Genereaux, Sugar Genereaux, Shelley Gilbert, Dan Gottlieb, Anne Janeway, Andrew Pachner, Ted Thompson **Absent:** Jim Petrillo

**Meeting opened by Sugar and a thank you to Andrew and Barbara for hosting.**

**Approval of Minutes**: December 9, 2015

**Financial Report:** Bruce provided his financial report. The club will pay taxes this year but only a small portion. All tax preparations are complete. Current operations are well within expected budget. Capital expenditures have been higher in the past two years and have reflected significant expenditures on paddle and tennis court repairs. It is not expected that we will have any extensive needs this coming year.

Actions: Bruce is still working on a spreadsheet that will include all club members and allow us to have some statistical analysis on demographics of the club.

**Open House - Feb 7th** The Board discussed all logistics related to the upcoming Open House.

**Actions**:

* Jim Petrillo and Shelley Gilbert to handle food and reception at the club. Rob Parker will be on hand for coordination of Play. Board members will attend as able to support the event.

Norwich / Quechee Challenge: The inter club tourney will be held on Feb 27th. This has been coordinated with Sandy Pomeroy at the Quechee Club. Expectation is 2 Mens, 2 Womens and 2 Mixed teams will be coordinated from each club. Only club members are eligible to play. Games will be held between 12-4 PM

**Actions:**

* David will send notice to membership and help with coordination of play and draw for the event. Sugar will look at format and coordinate with Sandy. Sugar to coordinate with help of other Board members to consider food, drinks and prizes, and plaque.

**Round Robin:** The next Women’s Round Robin will be held on March 4th at Norwich

**Actions:**

* David to send out notice 2 weeks before hand as a reminder. Contact is Sugar Genereaux

**Nina Webb** Tourney: The Board decide on the first week of April to host the Nina Webb Tourney. This is considered the Club Championship and is a member only tourney that will include all categories of play.

**Actions:**

* David will coordinate sending information to members in early March. Anne will be the Tourney organizer and help with the logistics for food, set up etc. David will help with creating Draw and helping Anne with logistics

**Paddle Update:** , **Special request:** The Board addressed special request from Doug Wise. Discussion centered around our club policy related to play/guest fees and play beyond 8 sessions. It was determined that once an individual has exhausted their guest fee number (8) then they must join the club to continue play.

**Actions:**

* Sugar to coordinate letter to be sent to the Doug Wise in response to Special Request. All Board members to provide input on draft and completion of letter.
* The Board discussed overall policy - Will consider further discussion in the future related to guest fees, number, costs, how this applies to both paddle / tennis etc.

**Snow removal:** New process is going well - will continue with current provider and process.

**Propane:** No significant discussion at this meeting.

**Lights (current), LED (propose):** The Board had a short discussion on Lights. Current lights are not in need of significant repair at this juncture but is part of the full rehab of the paddle courts for long term planning. Proposals for LED lights were provided by Jim Petrillo, but not fully discussed due to his absence. Costs are still substantial > $10.000. Some discussion was had for comparison of clubs that have replaced their lights with LED. Some mixed reports. The Board recognizes that there may be some cost saving inherent to new lighting fistures and some functionality.

* **Actions:**  The Board will continue to look at various options related to Lighting. Further discussion and research is needed to determine direction to move in.

**By-Laws:** Sugar provided language related to potential bylaw changes looking at eliminating need for combined Annual Meeting and Board Meeting. General agreement and concensus was indicated by the board

* **Actions:** David will help in creating need bylaw changes in preparation for Annual Meeting. The Board will consider any additional bylaw changes in conjunction with this suggested change.

**New Business**

**Realtor Marketing:** The Board had discussion on the benefit of having Local Realtor involvement. Several options include having a play time/ open house for realtors to introduce them to the game, Create presentation for realtors on the the club.

**Actions:**

* Shelley to look at having a board member present at her weekly all staff meeting with Caldwell Banker. Would consider other groups but could use Shelley’s group as a pilot .

**Entrance Sign: The Board discussed looking at lighting options for the Norwich Racquet Club Sign by entrance at Foggs. Consideration of solar options.**

**Actions:**

* In his abscence, Jim Petrillo was nominated to look into lighting options. Assistance from other board members to be requested as needed

**Logo development:** The Board discussed the value of having a better logo and letterhead ( none currently ) to be used with for club business and enhance a more professional appearance when sending communication to members and the community.

**Actions:**

* Shelley has offered to have her graphics people look a creating a new logo and will bring this back at the next board meeting.

**Membership Directory/Handbook:** The Board discussed the value of looking at creating a hardcopy version of the membership list. Options included re- doing the current handbook, PDF files, placing on Website with password protection.

**Actions:**

* Bruce will look at developing update version of the membership list and look at various options. Will be communicating to the Board via email.

Respectfully submitted

David Barlow

NRC Secretary