

Waterloo Tennis Club
Annual General Meeting Minutes
Thursday, September 19, 2019 @ 7:00 pm

Board Members Present: Bill Sherifali – President
Michelle Rogers – Vice President
Tracey Wiegand – Secretary
Marius Bozsitz – Director
Nancy Lee Ledgley – Director
Ike Husain – Director

Regrets: Kenrik Ng – Treasurer

Club Manager Present: Helen McArdle

Club Members Present: (Original AGM Attendance List is attached)

Patricia Craton	Mark McArdle
Doris Ernst	Bob Brackpool
John Beynon	Kathleen Janzen
Amy Sproule-Jones	Pat Breton
Janine Heider	Joanne Raymond
Marina Seth	Tracy Castell
Juan Roman	Rachel Stymiest
Alex Siuda	Eniko Nemeth
Diana Sherifali	Bill Ingram
April Manahan	Yvonne Pezzack
Taehyung Kim	

Annual General Meeting 2019 Proxy List: See attached list of 43 club members and their delegates

BDO Canada LLP, Representative: Christina Brox

1. **Chair:** Bill Sherifali, President **Call Meeting to Order at:** 7:14 pm
2. **Presentation of the Minutes of the 2018 AGM** (available at WTC before the meeting)
3. **Business from the Minutes of Last Year's AGM**

There was no business at this time.

4. Motion to Adopt the 2018 AGM Minutes as Presented

Motion: To approve the AGM Board Meeting Minutes of September 27, 2018

Moved by: Doris Ernst **Seconded by:** Bob Brackpool **All in Favour:** Motion Carried

5. Independent Auditor's Report by BDO Canada LLP

Please find attached the ten (10) page independent auditor's report dated September 17, 2019 provided by BDO Canada LLP which represents the financial position of Waterloo Tennis Club Inc. (WTC), a not for profit organization, as at April 30, 2019 which is the fiscal year end for WTC Inc.

6. Motion to Approve the Auditor's Report for 2018-2019

Motion: To approve the independent auditor's report dated September 17, 2019 provided by BDO Canada LLP which represents the financial position of WTC Inc. as of April 30, 2019.

Moved by: Joanne Raymond **Seconded by:** Diana Sherifali **All in Favour:** Motion Carried

7. Motion to retain BDO Canada as club's auditors for 2019-2020 fiscal year.

Motion: To retain BDO Canada as club's auditors for 2019-2020 fiscal year.

Moved by: Mark McArdle **Seconded by:** Tracy Castell **All in Favour:** Motion Carried

8. Treasurer's Report as of August 31, 2019

The Treasurers Report is attached and is self-explanatory. At this time WTC is financially healthy.

Actual revenue is approximately \$813 000.00. The budgeted revenue is approximately \$754 000.00. Revenue is over budget by \$59 000.00. The largest contributors to increased revenue are membership fees, court and guest fees, and lesson income.

Actual expenditures are approximately \$609 000.00. Budgeted expenditures are \$608 000.00. Expenditure exceeded the budget by approximately \$1000.00. The difference is contributed to increased wages and ground maintenance costs while all other expenses were below budget.

In summary there is an actual surplus amount of \$204 000.00. This exceeds the budgeted surplus of \$146 000.00 by \$58 000.00.

9. Budget 2019-20

Attached is the WTC Budget Summary- Fiscal Year 2019-2020 (one page) presented by Helen McArdle, Club Manager. This document outlines the WTC Total Revenue and Total Expenditures from May 2017 to April 2019. It is attached and is self-explanatory.

Noteworthy are the increased revenues for membership fees as compared to those budgeted. Also shown is a higher budget in 2019/20 for Court and Guest fees due to the new court fees for booking outdoor courts.

Noteworthy is the decreased expenditure for insurance costs. This is due to lower rates. As the OTA insures more clubs, the insurance rates drop per club.

10. **Budget 2019-2020: Motion to Accept.**

Motion: To approve the presented budget 2019-2020 at the 2019 AGM which was prepared by the Treasurer with the guidance of the Board members and Club Manager.

Moved by: April Manahan **Seconded by:** Doris Ernst **All in Favour:** Motion Carried

11. **Manager's Report**

The four page Manager's Report is attached and is self-explanatory. A condensed power point slide show is also attached, prepared and delivered by Helen McArdle, club manager.

Helen McArdle then took questions from attendees pertaining to the Manager's Report.

Amy Sproule Jones asked if the club has a strategy in place for more club sponsorship. Helen responded that plans to create a sponsorship walkway on the way into the bubble have been discussed, but there are no other plans at this time.

Diana Sherifali asked if there are any applications for grants "in the works". The answer is not at the present time.

12. **President's Message**

The club President, Bill Sherifali provided a verbal President's message. His three page address is attached for reference.

Bill then fielded questions from the attendees.

Juan Roman asked how the Board is measuring the success or failure of the new outdoor court booking system. Bill responded that the system is new and will continue to develop over time based on member feedback and observations.

Joanne Raymond had a suggestion to make outdoor courts 4, 5, and 6 the bookable courts because courts 1,2, and 3 are closer to the office and tag board. This would be more convenient for members using the tag system.

Tracy Castell asked about the rules pertaining to sweeping the courts and brushing the lines and questioned whether this should be mandatory. Bill answered that the present system is working.

Joanne Raymond made a statement regarding the poor appearance and maintenance of the courts this summer. Her points included the dry conditions of the courts and a need for more consistent watering.

There was much discussion and proposed solutions by attendees Pat Craton, Yvonne Pezzack, Juan Roman, and Alex Siuda. Feedback is noted by the board and will be addressed in order to improve summer court maintenance next year.

13. Nominating Committee Report

The Nominating Committee reported that there are four full-time club members up for nomination at this time. They are as follows:

Kenrik Ng: I am a tennis player and have been playing at WTC for 5 years since my University days. I am currently working as a senior accountant in KPMG LLP and am working towards completing my CPA designation. I have experience in auditing various NPO's which should serve me well for this role. I am happy to be a part of the WTC community and look forward to working with a great group of people. I have been serving as the club's Treasurer since joining the board in June of this year.

Bill Sherifali: Bill graduated from Wilfrid Laurier University in 1995 with an Honours BBA focused on Finance and holds a PMP designation (Project Management Professional). For the past 20 years, Bill has worked at Manulife Financial in Waterloo. As President of the club for the past two years, the club's financial strength has grown, we've established a reserve fund for capital expenditures and made progressive changes to open up court availability for all members. Bill is seeking re-election to the board.

Marius Bozsitz: I joined the Waterloo Tennis Club with my family about four years ago and I was pleased to find such a warm and kind community. Over these years my life started gravitating more and more around tennis and we are all actively playing, and my daughter is playing in competitive OTA tournaments. I work at Blackberry as a Sr. Director of Software and for the last twelve years I contributed to many flagship products related to enterprise security. I enjoy researching, analyzing and understanding complex problems and a significant part of my job is providing advice and expertise to various parts of the organization. Outside of work, I enjoy spending time with my family, travelling, practising guitar, playing tennis and skiing. I'm positive that my experience will allow me to become an important contributor to the WTC board of directors. I've enjoyed my time on the board since joining in June to fill a vacant position.

Juan Roman: I am a 90's member and for the last five years I have played tennis very regularly. I play every day of the week. I am an Engineer and I run a couple of companies. I am semi-retired. I would like to make a contribution to the board. I am interested in the practical side of board matters such as court play and solutions to make courts more available etc. to members. I will be dedicated to ensuring members see what is being done.

14. Election of 2019-2020 Board of Directors

A ballot was presented containing the four names of members (above) running for the Board. There were three vacancies on the Board.

Attendees voted via secret ballot, and proxy votes were collected. Votes were counted the same evening. Elected Board members are Kenrik Ng, Marius Bozsitz, and Bill Sherifali.

15. New Business

Joanne Raymond is concerned about the grounds keeping at WTC. Areas for improvement are lawn mowing, and weeding. The Board responded along with the club manager, Helen McArdle that they are aware of problems and will work diligently to do better next outdoor season.

Joanne Raymond further mentioned that the Club Manager should not sit on the Nominating Committee as this is a conflict of interest. The board noted this and will check the by-laws and act accordingly.

Marina Seth acknowledged that many of the problems in the club are resulting from a growing membership. She also pointed out, however, that this indicates the club is a desirable place to be and there is a lot of positive energy at the club.

Rachel Stymiest, a part time employee at the reception desk commented that she likes working at the club. She feels it is a warm and welcoming place which encourages respect.

16. Adjournment

Bill Sherifali presented a motion to adjourn the 2019 AGM at 9:09 pm.

Moved by: Michelle Rogers **Seconded by:** April Manahan **All in Favour:** Motion Carried