



Sir Winston Churchill Park Tennis Club ANNUAL GENERAL MEETING

MINUTES OF THE 2020 ANNUAL GENERAL MEETING OF THE MEMBERSHIP OF SIR WINSTON CHURCHILL PARK TENNIS CLUB ("the club")

Held on Sunday, January 26, 2020, at the Toronto Lawn Tennis Club, 44 Price Street, Toronto, Ontario at 5:00 pm.

1. CALL TO ORDER

After members in attendance had been duly registered, the meeting began at 5:30 pm. Jeannette Loakman, the President of the club, acted as chairperson of the meeting and Sasha McLeod, Secretary of the club, recorded the minutes. Jeannette opened with an Indigenous land acknowledgement.

2. APPROVAL OF 2019 AGM MINUTES

The first item of business was to review and approve the minutes of the May 5, 2019 AGM. Upon motion duly made and seconded, the minutes were approved.

3. PRESIDENT'S REPORT

Jeannette Loakman presented the President's report for 2019. She provided a detailed update regarding the ongoing Sir Winston Churchill Park construction and clubhouse renovations, noting the tennis courts are done and will be ready for spring. Executive's initiatives during the past year included organizing the Rogers Cup box, conducting the member survey, hiring a Head Pro, supporting SWCPTC teams at other clubs, procuring a 3rd party review of the club's financials, and preparing for re-opening.

4. INTRODUCTION TO NEW HEAD PRO

Jeannette introduced Ryan Chow, the club's new Head Pro for the 2020 season. Ryan was invited to say a few words and introduced himself to members.

5. PRESENTATION OF 2018-19 AUDIT AND FINANCIAL REPORT

Julia P. Stavreff, Chartered Accountant, gave a presentation of the 2018-19 statement of financial position as at year-end September 30, 2019. It was noted that the work undertaken was a Notice to Reader with bank confirmation, not a full Audit or Review Engagement. Copies of the Notice to Reader were distributed for members' review.

Julia discussed options for financial reporting for the upcoming year, noting the club is not required to get an Audit as it does not receive any public funding. Estimated costs: Notice to Reader \$2,000-3,000; Review Engagement \$4,000; Audit \$6,000.

During the Q&A period, members' questions regarding the following topics were addressed:

- Cost of an Audit if a bookkeeper is retained (A: \$4,000-4,500)
- Liability for serious errors in financial reporting (A: Depends on nature of error)
- Difference in interest income from 2018 to 2019 in the Notice to Reader (A: GIC matured and interest was reinvested)

The following motion was made and seconded. A poll was not requested or required.

Motion: Accept Julia P. Stavreff as the auditor.
Upon show of hands, the Chairperson declared MOTION CARRIED

After some discussion about the need for an Audit in 2020, the following two motions were made and seconded. Polls were not requested or required.

Motion: Board to obtain a full Audit for the 2019-2020 year.
Upon show of hands, the Chairperson declared MOTION FAILED

Motion: Board to obtain a Notice to Reader with bank confirmation, with Julia Stavreff conducting the work, for the 2019-2020 year.
Upon show of hands, the Chairperson declared MOTION CARRIED

6. ELECTION OF 2020 EXECUTIVE

The following individuals were elected to the Executive:

POSITION	NAME
President	Jeannette Loakman
Vice President	Dmitri Smidovich
Treasurer	Jamie Pearce
Secretary	Sasha McLeod
Membership	Nancy Huang
Social x 2	Emily Kelsey, Joanne Lawrence
Courts	Dai Longfoot
Clubhouse	Norm Tulsiani
Communications	Kathy Flaxman
Teams	Jessica Bendavid
Challenge Ladder	VACANT
House League	VACANT
Tournaments	VACANT
At Large x 4	Lynda Middleton, Anne Mahoney, Bill Gragnoli, Richard Lewis

Jeannette recognized Kirby Chan for the Newton Brown Award as a past volunteer.

7. 2019 SURVEY RESULTS

Jeannette presented highlights of the member survey. An infographic of the survey results was distributed for members' review. The response rate was 29%, providing 95% confidence, and responses reflected the club's demographic. Overall 4 star rating but hope to get to 5 stars. Surveys showed support for 1 hour court bookings, online bookings, interest in teams, more socials, and extended clubhouse hours.

8. PLANNING FOR RE-OPENING AND 2020 SEASON

Jeannette discussed upcoming priorities include looking to hire a seasonal clubhouse manager, setting up online bookings, organizing team options, a bylaws review, and the clubhouse renovations.

Clubhouse Renovation

Jeannette played a short video flythrough of the new clubhouse design, prepared by a selected designer. The cost could be \$75,000 to over \$100,000 as the Board awaits the formal quote in mid-February, subject to final review.

During the Q&A period, members' questions regarding the following topics were addressed:

- Clarification about the \$130,000 Restricted Project Fund in the Notice to Reader (A: Was for a bubble that is no longer being pursued and \$ can be repurposed)
- Will there be air conditioning (A: No as cost of upgrading HVAC is prohibitive)
- Responsibility for bathroom damage (A: City of Toronto responsible and has fixed it)
- Property insurance on clubhouse (A: No insurance as City owns clubhouse)
- Does the club pay taxes (A: No, nor utilities; just permit fee)
- Walk-ons/no court pre-booking (A: Board and clubhouse manager to look into)

After some discussion about how much to spend on the clubhouse renovation without knowing what the final quote will be, the following motion was made and seconded. A poll was not requested or required.

Motion: Approve a clubhouse renovation budget of up to \$130,000.
Upon show of hands, the Chairperson declared MOTION CARRIED

Membership

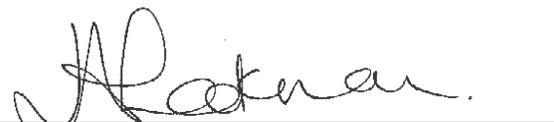
Jeannette stated membership fees are not being raised other than adjusted for HST. The old waitlist has been cleared. Starting mid-February, the 2017 members will have 10 days to renew membership. Then the 2016 members along with 2017 members will have 1 week. Then the public can apply. Renewal fees are waived. Watch out for website/email notices.

9. OTHER BUSINESS

A member proposed allocating court time for the homeless, such as during non-busy periods. Discussion to be taken offline to consider the proposal.

10. CALL FOR ADJOURNMENT

Upon motion duly made and seconded, the meeting was then terminated at 7:00 pm.



Name: Jeannette Loakman
Title: President



Name: Sasha McLeod
Title: Secretary