



BRC BoD Meeting Minutes

Thursday, January 16th, 2025

5:00 - 7:00 PM

BRC Lovelace Room

Present: Kristin Weber, Janet Bell, Tracy Burrell, Matt Gutierrez, Patrick Birchfield, Tan Tran, Linh Bui, Steve Holloway, Tim Holliday, Mark Fredriksz

Absent: Bob Hodash

I. Call to Order: by Bob

Meeting started at 05:06PM.

II. Approval of Minutes:

Janet moved to approve, Tracy seconded, last meeting's minutes was approved by the board.

III. Reports

1. President report:

No Concession Report but Paul met with Kristin last Monday to have a "bucket list" items to discuss with Bobby. Intention is to have a proposal by Feb meeting

2. Treasurer's Report:

- Balance sheet looks good
- Profit and Loss: Clinic and camps are higher than last month and same time last year, due is higher due to increased due and membership.
- Income was more than last month and same time last year
- Cost is also higher
- Insurance is higher so we need to talk about how we want to pay for insurance
- Total net income is normal
- Loan/Debt paydown and payment pay down: Recommend to discuss in the Feb meeting
- Janet: Do we have a PNL for the WTO? □ Response: Not yet and Patrick will do that for the next meeting
- Janet moved to approve the financial report, Linh seconded □ financial report was approved

3. Committee Report:

- Ground: Tim said we had a 2nd inspection with the pool. Everything looked good but there were 2 lights out and we need get them fixed prior to May.
- Long Range Planning:



- They met and recommend that we lower the counter at the front desk and have new fans. The committee proposed to spend more than 4,500 for remodel. Tracy moved to approve, Janet seconded ☐ the proposal was approved.
- They also talked about remodeling the shower in the Men's locker room ☐ Kristin suggested to take a look at that by phased, instead of a one-time approach.

4. Other Report

● Tim's report:

- No complaints, things are going well.
- Big shout out to our young staff (Anthony, Eli) when handling emergency situations (a person escaped BPD Memorial hospital and ran into the club yelling he was shot, or a member had some emergency health issue on the courts).
- Safety training for staff has been done in the last few months. BC did the training for free.
- Janet asked if we could offer members some safety classes? ☐ Tim will check with BC. Kristin can provide contacts of the American Heart Association that also does side-walk CPR

● Mark's report:

- 24th - 25th – Will have a local tournament.
- Has plan for new classes in the next few weeks. Will add some morning classes. Pro instructors will rotate so members can work with all the pros.
- Feb 1st – KCTA drills – 200-250 kids (10am-12pm)
- Feb 7th: Coffee and donuts
- Valentine RR
- Pickleball: We will incorporate tennis and pickleball on events (plan to have it after the Valentine RR as that weekend there is a big pickleball tournament in town)
- Lifetime tennis: 13-14 signed up, targeting new members and will start from the 6th
- Leagues: there is a huge interest list and we will do leagues during evenings.
- Feb 22: Junior RR
- Working on a travel team and trying to pencil some dates
- Mark talked to Robert at SCC and talked about how to promote events from both clubs. Barker Honda tournament is coming up in Feb.
- USTA leagues: going well



- Court reserve: Mark talked to 30-40 people, mostly evening folks. They thought “Play my way” is a good idea. We will need to monitor how many people use that option.
- Janet thought that we need to request people to put everyone’s names who play if they choose the “Play my way” option.

Approval items:

Glen: he is having a surgery, he will come back after

Janet moved to approval, Linh seconded □ Approve new members

IV. New Business

- Kyle provided a presentation for solar project. He will email the detailed report to the board. The board will have questions to send to Kyle after reviewing the report. Kyle will come back to the next meeting.
- Question for Kyle about the potential start time if we decide to spend \$80,000 for the solar project □ it will take couple of weeks to get approval from PG&E. If we already have a contractor then we can start in a month from the time we dedice.
- We can ask Susan from Seven Oaks to share their experience with their solar project.
- Tracy: Our roof is old so we will need to see how much it will cost us to replace the roof.
- Tim and Steve will work with Kyle for next steps. Continuing discussion in Feb meeting

V. Old business:

- Mark’s USTA Proposal: Plan to get 1 camera and 1 AI computer. Checking if we can have a reduced price (about 2,400). Mark will bring the proposal to the Feb meeting
- Committee Structure:
Bob’s structure keeps the current committees but clarify goals of the current committees. **Kristin’s structure provides a** condensed version of the current committee which includes:
 - o Finance committee: financial decision with more
 - o Strategic planning: that should include Ground/Facilities, Long Range Planning.
 - o Community/Member Relations Committee: Use data/feedback from members to drive decision, promote engagement with members □ could include Concessions, Membership, Social/Club events
 - o Human Resource Committee: In charged of Personnel, HR policies
- Tim, Tan, Linh Prefer the proposed structure by Kristin.
- Tracy likes the current structure.



- Mark thought that we need to reflect on how and what we have achieved with the current structure and whether it was a success. He is not sure which structure is better.
- Matt asked How a person becomes a member of a committee? □ If you are interested, you sign up. Matt expressed concerns about committees. Matt also likes to have less committees and thinks we need to ensure that the new ones will cover all the work we need. He emphasized that we do need a Financial and we need to have an annual budget because budget helps set goals and see how we would like to grow.
- Janet's recommendation for committees: (1) Financial, (2) Combine Ground/Long range, (3) Combine Membership and Social, (4) Concession could stands alone, (5) Gym/pool stands alone, (6) Nomination stands alone, (7) Pickleball, (8) Court usage
- Tracy mentioned that we tried to expand committees in the past but not many people were interested and she does not want to dilute important work into new committee.
- Steve suggested to have an annual budget for next meeting.
- Kristin will take recommendations from this meeting and bring back the updated structure of a committee in the next meeting. She will work with Janet on this..
- Concession: We will have a Finance Committee and Patrick will work on a budget as the starting point.
- Operation policies: Table to the March meeting.
- Legal counseling: Janet will meet with Erin Falk from the Kern Community Foundation next Wed morning to ask him to do an evaluation on the by-laws and to come talk to the board in the Feb meeting.
- Tracy: Honor Membership proposal to add 4 more people: Janet moved to approve, Steve seconded □ proposal was approved. Tracy will work with Tim on this.
- Board should use use @brc emails.
- Tim will create the mailbox boardofdirector@brctennis.com will be used as an "archive" for all communication/requests

VI. Adjourn: at 6.59pm