

HENRY FARM TENNIS CLUB
ANNUAL GENERAL MEETING – October 20, 2018 – 10:00 am

Meeting minutes

1. The meeting was called to order shortly after 10:00 am. The meeting was chaired by the Club President, Bernard Assouad and took place at the Club's clubhouse.
2. Twenty-seven (12) adult members in good standing registered to participate and vote at the AGM.
3. A hand-out was distributed that included the meeting agenda, the membership report and the financial report. The Chair reviewed the meeting agenda (see following).
4. The minutes of the 2017 AGM were distributed to all members prior to this meeting. These minutes were approved.
5. The Club President presented an OTA award recognizing the contribution to the Club and to tennis in general to Board members Ed Wilson and Jasmin Carleton
6. President's report (see following). The Club President reviewed the successes and disappointments of the past season and the challenges facing the Club in the next year. A review of the membership stats and summary financial statements were also discussed. See following.
7. Head Pro's report. Ed Wilson reviewed the Club activities and achievements in its participation in external leagues: ICTA, NYTA, Toronto Ladies.
8. The composition of the Club Executive after voting stands per this table:

<u>Officers</u>	
President	Bernard Assouad
Vice-president	Vijay Kandeth
Treasurer	Jose San Juan
Secretary	Joseph Ceneda
Membership	Leslie Wood
<u>Directors</u>	
Head Pro	Ed Wilson
Assistant Pro	Paul Lutz
Promotion	Vijay Kandeth
Communications	Manni Wong
Social	Beatrice Challer
Grounds	Kevon Regert
Members at large	Jasmin Carleton, Lorraine Gray, Elena Osina
Beginners' network	Carol Dunn

9. Other business: none

10. Since there were no further business, the Chair moved to adjourn the meeting.
Carried and the meeting was adjourned at 10:45 am.



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Annual General Meeting
October 20, 2018 – 10:00 am
Clubhouse

Agenda

1. Meeting call to order
2. Welcome and quorum ascertainment
3. Review of the meeting agenda
4. Approval of the minutes from the 2017 AGM - distributed
5. President's report, including Membership's and Treasurer's
6. Head Pro's report – Achievements at various leagues
7. Election of Directors and Officers positions
8. Other business
9. Adjournment

President's report
HENRY FARM TENNIS CLUB
Annual General Meeting
October 20, 2018

I wish to welcome all of you who took time away from your busy life to attend the Club's Annual General Meeting.

I would like to start my report by thanking all the members of the Club Executive for their dedication and their commitment to the success of the Club this season. A Club like ours cannot exist, let alone survive and flourish, without the enthusiasm and loyalty of the volunteer members of the Executive. And I have to stress that these are volunteers who spend countless (and unpaid) personal hours to serve the Club and its members. So, heartfelt thanks to all of them.

Special thanks go to Jasmin Carleton, Member at Large, who is staying with Executive and who helped the Club enormously this season with her commitment to the Club's activities. Of particular note are the morning Kafee Klatsches and the two OTA tournaments at the end of the season. In recognition of her contributions to the Club, I wish to present her with the Bruce Childs Award from the OTA. Thank you, Jasmin.

Special thanks also go to our long-time Head-Pro, Ed Wilson. Ed has been a mainstay of the Club for a number of years and has become almost synonymous with the Club. Over the years, he has coached a large number of juniors; he has tirelessly contributed to the success of our Club. Similarly, in recognition of his contributions, I wish to present him as well with the Bruce Childs Award. Thank you, Ed.

Let me go now through my report. As is usually the case, the Club had its ups and downs, its successes and disappointments, so let me go through them at a high level.

I will start with the **Membership Report**. Membership has always been a challenge for us and is at the core of the financial sustainability of the Club. In 2018, we had 153 members in total, a decrease of 60 vs. 2017, a 26% decline. Adults were 125, just above the City minimum of 120 members. While the number of Henry Farm members remained relatively stable, the non-HF members dropped significantly. Another disappointment is the drop in Junior membership; I will attribute that to a change in offered junior programs that was not very successful.

Like last year, we continued to offer through our website the option to register and pay on-line; this continued to be quite popular with as much as 73% of the registrations were made on-line. Like last year, we offered an "early bird" discount, 5% this year. Combining the reduced membership with a bit higher membership fee, we generated 15% less membership income.

In summary, and as in previous years, we have our work cut out for us to increase membership. One of the big advantages that Henry Farm has over many other clubs is courts availability. We'll need to learn to play that card better.

I'll go now over the Club **Finances** (reverse side of the hand-out). On the basis of preliminary numbers (as we have not fully closed the books on the year), we generated a healthy surplus of almost \$2,600.

On the Operations revenue side, in addition to membership fees, we generated extra income through court rentals (Peter Nielsen and Bayview Glen school), through other programs such as the morning Kafee Klatsch and through a generous donation.

On the Operations expense side, monitor costs are our largest item, with a large increase vs. 2017 due to the increase in the provincial hourly minimum wage. Like last year, we made every effort to hire young people from the Henry Farm community. We had 4 community youngsters who did their best to keep the Club in top shape.

The biggest maintenance expense was the purchase of an air-conditioning unit in the Clubhouse that came in very handy throughout our very hot summer.

Permit fees to the City, association dues to the OTA and insurance premiums added up to almost \$5,100, in the same league as previous years. But still not cheap, and not negotiable.

Despite all that, "Operations" generated a net positive result.

"Lessons and coaching" revenues and expenses were lower than in 2017, because of the change in programs offered. Also, revenues flowed directly to the coaches. JumpStart revenues were zero, as the qualification requirements became more stringent a few parents were willing to divulge their family finances. This item generated a small surplus

The "Tournaments and special events" also ended with a small surplus. The Club hosted an MS350 OTA tournament and an U14 OTA tournament, both of which were quite successful and generated surpluses; thanks go to Jasmin and to the group of volunteer helpers who ran both events. Tennis Access cancelled their tournament this year. The Executive decided to continue with these tournaments next year, and to use them to more widely promote Henry Farm.

Bottom line, we added \$2600 to our reserve fund which stands now at just over \$28,000.

On the facilities side, we were quite happy that the City agreed to upgrade the bathrooms, the kitchen line, lighting and baseboard heating. Together with the City's upgrade, the Bunea family generously offered to renovate the main hall: new ceramic floor and paint, and a couch. You will agree with me that our Clubhouse looks now quite nice.

Ed Wilson will go in a few moments over the results of our participation in the many external leagues.

This year, we ran again our in-house league. Despite a few start-up hiccups, I believe it was quite successful and allowed many members to meet and play with new partners. We will make a few changes next year, on the basis of the feedback we received.

We also had a number of other in-house activities. Carol Dunn ran a beginners network on Tuesday evenings aimed primarily at the shy section of our membership (ladies...?). On Mondays and Wednesday mornings, Jasmin Carleton ran a Kaffee klatsch (basically a drop-in program with a heavy dose of socializing, fueled by Jasmin's delicious home-made muffins) which attracted a few players, members and non-members. I wish to thank Carol and Jasmin.

Similar to last year, members were given the option of booking a court on our website. This option is being increasingly used.

In conclusion, I wish to thank again the members of the Executive for their dedication. I wish everybody a pleasant and safe winter and I hope to see everybody back at the Club next year.

Thank you. I will now give the floor to our Head Pro, Ed Wilson who will cover our participation in external leagues. We will open the floor to questions after his report.

HENRY FARM TENNIS CLUB
FINANCIAL STATEMENTS - MANAGEMENT VIEW
FOR THE YEAR ENDED OCTOBER 31, 2018
(Unaudited)

	<u>2018</u>	<u>2017</u>	<u>2016</u>
Club operations	(Preliminary)		
Membership fees - net of PayPal fees	11,949	13,905	11,651
Sundry	495	271	--
Court rentals	1,102	630	865
HFCIA donation	500	300	300
Operations revenues	14,046	15,106	12,816
Club monitors - Prelim	-3,897	-2,757	-3,407
Repair, maintenance and supplies (2)	-1,230	-3,591	-489
Permit fees	-2,803	-2,743	-2,682
Association dues	-1,654	-1,555	-1,227
Insurance	-667	-854	-957
Printing and other office expenses	-721	-389	-438
Telephone	-460	-407	-281
Tags	-182	-243	-243
Club events	-584	-1,035	
Operations costs	-12,198	-13,574	-9,724
Operations: net	1,848	1,532	3,092
Lessons and coaching			
Lessons revenues	405	2,425	2,250
JumpStart revenues	0	400	1,200
Lessons revenues	405	2,825	3,450
Lessons costs: pro and coaches	-240	-2,959	-3,144
Lessons costs: juniors+toonies supplies	0	-190	-446
Lessons costs	-240	-3,149	-3,590
Lessons: net	165	-324	-140
Tournaments and special events			
Revenues (1) - Prelim	3,538	1,873	672
Special events revenues	3,538	1,873	672
Tennis balls	-1,115	-951	-1,222
League fees and tournaments	-502	-300	-408
Social, trophies and prizes	-1,374	-1,263	-176
Special events costs	-2,991	-2,514	-1,806
Special events: net	547	-641	-1,134
Grand total: net	2,560	567	1,818

(1) Tennis Access and OTA tournaments

(2) includes power wash for 2017

Net assets - Reserve fund

Cash on hand - beginning of year	25,800	25,233	23,415
Cash on hand - end of year	28,360	25,800	25,233