

Jackson Tennis Club 2021 Annual Meeting Minutes
 October 3, 2021

JTC 2021 Annual Meeting Minutes

October 3, 2021 – 5:00PM – Schuepp House, 26 Mirror Lake Road, Jackson, NH

<i>Attendance in Person</i>	<i>Member</i>
1	Judi Crofts
2	Julie Conlon
3	Jeannie Hayes
4	Sue McIver
5	Paul Schuepp
6	Lynda Schuepp
7	Paul Pacenka
8	Bill Prushinski
9	Eileen MacDonald
10	Bridget Herlihy
11	John Tanzman
12	Kevin Haded
13	Daryl Kent
14	Susan Kent

<i>Attendance via Zoom</i>	<i>Member</i>
1	Alli Hefferan
2	Adam Chafetz
3	Scott Kaplan
4	Michelle Phillips
5	Jay Phillips
6	Maika Gordon
7	Tucker Gordon
8	Walt Zywiak
9	Jane Vanderlin
10	JJ Green
11	Francis Murphy

<i>Attendance via Proxy</i>	<i>Member</i>	<i>Proxy Voter</i>
1	Hadley Champlain	Bridget Herlihy
2	Neil Patterson	Paul Schuepp
3	Jillian Patterson	Paul Schuepp
4	Robin Kosstrin	Bridget Herlihy
5	Bob Yanuck	Bridget Herlihy
6	Frank Murphy	Paul Schuepp
7	Gail Costello	Paul Schuepp
8	Nancy Picard Watts	Paul Schuepp
9	Bill Watts	Paul Schuepp

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10	Janet Wakefield	Paul Schuepp
11	Lorraine Dokas	Paul Schuepp
12	Judy Teehan	Paul Schuepp
13	Dan Armstrong	Paul Schuepp
14	Fiona Traecy	Paul Schuepp
15	Janet Leavitt	Paul Schuepp
16	Diana Doyle	Paul Schuepp
17	Fe vandenBroeke	Paul Schuepp
18	Anne Pillion	Bridget Herlihy
19	Yukari Perrella	Paul Schuepp
20	Jim Hurlin	Paul Schuepp
21	Alan Selling	Paul Schuepp
22	Maryanne Selling	Paul Schuepp
23	Sharon Lydon	Paul Schuepp
24	Meg Phillips	Paul Schuepp
25	Richard Scheider	Paul Schuepp
26	Joanne Green	Paul Schuepp
27	Laurie Gabriel	Julie Conlon

I. Membership Meeting Quorum

- i. Achieved with members present in person, via Zoom, and from proxy voting

II. Acceptance of 2020 Annual Meeting Minutes

- i. Motion to accept: Judi Crofts
- ii. Second: Julie Conlon

III. President's Report - Highlights 2021 Season

- i. Club opened May 9, 2021
- ii. Membership is up to 138; increase from 4 juniors to 8, with 38 new members while 37 were lost
- iii. 2 Pros (Chris Chaffee & Duncan Yarworth) with 8 free clinics, which 32 members took advantage of, as well as 102 private lesson hours between both Pros
- iv. Some members were no-shows to clinics for which they signed up, which may result in a small fee next summer to participate; suggestion by Adam Chevetz to charge a no-show fee only
- v. Very successful Advantage Kids program with 3 sessions throughout the summer; gained some new members through the children participating
- vi. 5 tournaments over the summer which included balls, prizes, and lunch at no cost to the participants, including:
 - 1. 6/26/21: 3rd Annual Doubles Scramble
 - 2. 7/24/21: 3rd Annual Mixed Doubles Vintage
 - 3. 8/14/21: Mens & Womens Doubles Guest
 - 4. 8/21/21: The Bridgton Challenge (JTC Champs!)
 - 5. 9/11/21: Doubles Scramble

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- vii. Red clay was conditioned and some maintenance on the lines; saved money this year by hiring Kent Hemingway instead of previously used company
- viii. Outdoor upgrades included the gazebo and new table with chairs
- ix. Lawn was mowed more frequently, by **Eastern Green Landscaping**, and our irrigation system, maintained by Bernie Edwards, is working well
- x. AED installation on Court 2 and upcoming training provided to members
- xi. A mid-tournament faulty net post was fixed to finish the season
- xii. THANK YOUs to members:
 - 1. Daryl & Susan Kent: Replaced deck boards and painted clubhouse
 - 2. Paul Pacenka: Managing spring work day volunteers to open the Club and helping Kent Hemingway condition courts and install lines, rolling of the courts
 - 3. Paul Pacenka & Bill Prushinski: Emergency fix of downed net post during tournament and manning the grill as chef of the burgers
 - 4. Lorraine Dokas & Lynda Schuepp: Organizing weekly ladies play
 - 5. Chris Chaffee, Kent Hemingway, Michelle Phillips, Diana Doyle: Advantage Kids coaches
 - 6. Robin Kosstrin, Bob Yanuck, Hadley Chaplin: Adding another commemorative adirondack chair for Ann Pillion
 - 7. Bob Yanuck: Keeping the court weeds down
 - 8. Carolyn Wachniki: Framing the vintage Volve Tournament print for clubhouse
 - 9. John Tanzman: Organizing and directing all tournaments
 - 10. Gail Costello: Donating line brush
 - 11. Anonymous Donor: 2 new line brushes
 - 12. Friday Social Players: For showing up weekly for play with beverages and eats
 - 13. Bernie Edwards: Maintaining court irrigation system
 - 14. Alli Hefferan & JJ Green: For 3 years of service on the Board of Directors
 - 15. Thank you in advance for all volunteers who show up to close the club!
- xiii. CLUB CLOSING DATE: October 22, 2021 with a work day on October 23, 2021**

IV. Treasurer's Report - Financials/Budget (Reports listed at end of Minutes)

- i. Budget of \$16,000 this year but income ended at \$18,600, up slightly due to increased membership dues and merchandise sales
- ii. Program expenses slightly more than expected, but facilities & equipment a bit less than expected due to the lower costs of court preparation by Kent Hemingway
- iii. Capital expenses included the gazebo and the AED approved by the Executive Board
- iv. We will still need to pay the second half of the Jackson taxes as well as electric, but we are confident in the estimated budget
- v. Based on projections, we will profit \$2,700 (record breaking top line)
- vi. Judi would like to move the money out of Citizens Bank to a better investment vehicle and will discuss with the Executive Board; she recommends for next year that we again spend less than we make
- vii. JJ Green: Praise to Judi for a job well done and keeping the Executive Board in the loop with financials
- viii. Motion to Accept Budget: Bill Prushinski

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ix. Second: Julie Conlon

V. Membership Vote for 2022 New Officers and Board of Directors

- i. President: Paul Schuepp
- ii. Vice President: Paul Pacenka
- iii. Treasurer: Judi Crofts
- iv. Secretary: Alli Hefferan
- v. Board of Directors: Michelle Phillips, Kirk Plender (Bridget Herlihy retained)
 1. Motion to accept nominees: Bill Prushinski
 2. Second: Julie Conlon
 3. All in favor: all yays, no nays (Approved!)

VI. New Business / Members Input

- i. **CLUB CLOSING DATE: October 22, 2021** with a work day on October 23, 2021. Please RSVP to Paul Pacenka to help on the 23rd
- ii. Net posts will be assessed to see if they are rusted and need to be replaced or not, new nets may be needed as well, or may be ordered to have in case of emergency
- iii. Executive Board will look into purchasing a new ball machine for the 2022 season
- iv. Suggestion by Paul Pacenka to research if lines should be lifted every year or simply covered through the winter season; Paul Schuepp noted they will be pulled this year
- v. **CPR/AED TRAINING DATE: October 17, 2021** at JTC led by Solo Wilderness School; prerequisite includes completing a 90-minute online American Heart Association. Contact Paul Schuepp for more information
- vi. Suggestion by Sue Kent that the backboard may need more attention before next season
- vii. Quick comments regarding adding “platform tennis” for the winter season
- viii. Question from JJ Green regarding the possibility of an exit interview for departing members; Michelle Phillips noted that Survey Monkey is a useful resource
- ix. Suggestion by John Tanzman to clarify the guest pass provision for members before next season
- x. Motion to adjourn: Julie Conlon
- xi. Second: Bridget Herlihy

Secretary Signature: /Allison M. Hefferan/

Date: October 4, 2021

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9:03 AM
 10/03/21
 Accrual Basis

Jackson Tennis Club
Profit & Loss Budget vs. Actual
 January through December 2021

	Jan - Dec 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Program Income	18,330.00	16,220.00	2,110.00	113.0%
Merchandise (balls,hats,vests)	326.00			
Interest-Savings, Short-term CD	0.19	4.25	-4.06	4.5%
Total Income	18,656.19	16,224.25	2,431.94	115.0%
Cost of Goods Sold				
Program Expenses	4,094.42	3,980.00	114.42	102.9%
Merchandise Costs (hats/vests)	160.00	0.00	160.00	100.0%
Total COGS	4,254.42	3,980.00	274.42	106.9%
Gross Profit	14,401.77	12,244.25	2,157.52	117.6%
Expense				
Facilities and Equipment	4,669.50	6,120.00	-1,450.50	76.3%
Operations	5,286.26	5,581.00	-294.74	94.7%
Total Expense	9,955.76	11,701.00	-1,745.24	85.1%
Net Ordinary Income	4,446.01	543.25	3,902.76	818.4%
Other Income/Expense				
Other Income				
Capital Project Donations	19.00	0.00	19.00	100.0%
Total Other Income	19.00	0.00	19.00	100.0%
Other Expense				
AED Equipment	958.00			
Gazebo/Pergola 2021	795.58			
Fence Replacement	0.00	0.00	0.00	0.0%
Total Other Expense	1,753.58	0.00	1,753.58	100.0%
Net Other Income	-1,734.58	0.00	-1,734.58	100.0%
Net Income	2,711.43	543.25	2,168.18	499.1%

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7:21 AM

09/29/21

Accrual Basis

Jackson Tennis Club
Profit & Loss Prev Year Comparison
 January through December 2021

	Jan - Dec 21	Jan - Dec 20	\$ Change	% Change
Ordinary Income/Expense				
Income				
Program Income				
Membership Dues	17,639.00	13,348.00	4,291.00	32.2%
Guest Fees	570.00	535.00	35.00	6.5%
Misc. Sales	121.00	-19.45	140.45	722.1%
Total Program Income	18,330.00	13,863.55	4,466.45	32.2%
Merchandise (balls,hats,vests)	326.00	2,075.00	-1,749.00	-84.3%
Interest-Savings, Short-term CD	0.19	5.07	-4.88	-96.3%
Total Income	18,656.19	15,943.62	2,712.57	17.0%
Cost of Goods Sold				
Program Expenses				
Social & Tournament Expenses	562.92	1,026.27	-463.35	-45.2%
Balls/Supplies	331.50	361.77	-30.27	-8.4%
Tennis Pros	3,200.00	1,700.00	1,500.00	88.2%
Total Program Expenses	4,094.42	3,088.04	1,006.38	32.6%
Merchandise Costs (hats/vests)	160.00	1,869.85	-1,709.85	-91.4%
Total COGS	4,254.42	4,957.89	-703.47	-14.2%
Gross Profit	14,401.77	10,985.73	3,416.04	31.1%
Expense				
Facilities and Equipment				
Court- Repairs/Maintenance	2,118.73	3,685.00	-1,566.27	-42.5%
Court Supplies	0.00	79.87	-79.87	-100.0%
Equipment/Facility Maintenance	702.47	767.85	-65.38	-8.5%
Grounds Maintenance	972.30	1,306.47	-334.17	-25.6%
Property Insurance	876.00	792.00	84.00	10.6%
Total Facilities and Equipment	4,669.50	6,631.19	-1,961.69	-29.6%
Operations				
Advertising/Marketing	155.88	224.28	-68.40	-30.5%
Bank Fees	0.00	0.68	-0.68	-100.0%
Dues/Subscriptions	1,350.98	525.99	824.99	156.9%
Insurance- Liability	553.30	553.30	0.00	0.0%
Office/Postage/Gen'l Supplies	10.99	90.59	-79.60	-87.9%
Property Taxes	2,410.00	2,407.00	3.00	0.1%
Telephone, Telecommunications	0.00	44.97	-44.97	-100.0%
Utilities	805.11	743.42	61.69	8.3%
Total Operations	5,286.26	4,590.23	696.03	15.2%
Total Expense	9,955.76	11,221.42	-1,265.66	-11.3%
Net Ordinary Income	4,446.01	-235.69	4,681.70	1,986.4%
Other Income/Expense				
Other Income				
Fence Donations	19.00	2,603.00	-2,584.00	-99.3%
Total Other Income	19.00	2,603.00	-2,584.00	-99.3%
Other Expense				
AED Equipment	958.00	0.00	958.00	100.0%
Gazebo/Pergola 2021	795.58	0.00	795.58	100.0%
Fence Replacement	0.00	3,517.04	-3,517.04	-100.0%
Total Other Expense	1,753.58	3,517.04	-1,763.46	-50.1%
Net Other Income	-1,734.58	-914.04	-820.54	-89.8%
Net Income	<u>2,711.43</u>	<u>-1,149.73</u>	<u>3,861.16</u>	<u>335.8%</u>