

# Highland Park Tennis Club Meeting Minutes

## December 17, 2011

**Attendees:** Bob Gibbs, Elizabeth Speicher, Fred Crawford, Hanna Spearman, Jim Quigley, Joyce Scott, La Wade Garris, Meg Cooper, Pat Chieke, Vickie Bey, Vince Romito

### **Agenda:**

#### **Fred Crawford: Meeting called to order: 1:04 PM**

- Bob Gibbs laminated updated posters for the Winter Tennis Party
- Minutes from last meeting were approved as written

#### **Corresponding Secretary Report: Kathy Fine:**

- Not present

#### **Treasurer Report: Joyce Scott:**

- Joyce Scott went over recent expenses and earnings (see treasury report for exact numbers)
- Fred stated that benefactors should be highlighted on the club roster
- Joyce checked the mailbox today and received another membership application
- Treasury report accepted unanimously

#### **Goodwill Report: Joyce Scott:**

- Sent a card to Chris Madden
- Sent a card to Millie Asbury for congratulations on her 90<sup>th</sup> birthday
- Fred suggested a highlight of Millie for Bob's Blog

#### **Membership Report: Pat Chieke:**

- 59.6% members are financially up to date
- Fred suggested that Pat update the roster to have a current date in the column at the top of the Excel spreadsheet
- Membership report accepted unanimously

#### **Membership Retention Committee Report: Meg Cooper:**

- Meg emphasized the importance of sending out renewal notices in a timely manner
- Meg stated that focus is now on contacting 75 members who have not responded
- Fred suggested a personal telephone call to lapsed members

#### **Event Planning Report: La Wade Garris:**

- La Wade stated that planning for the Winter Tennis Party appeared to be on track

- The club still needs to confirm menu and prizes for the party
- Contacted The Boys and Girls Club of Shadyside to inform them of the club's intention to donate proceeds from the Winter Tennis Party
- The Boys and Girls Club will try to have a club representative at the party
- Working on finding another date for QuickStart tennis at boys and girls club
- Vince Romito has agreed to help with the club website next year
- Dana Squelch also has a friend that is willing to help with the website design for a nominal fee
- Added the recent honoring of Jim Quigley at the Champion's Association banquet to website
- Added Winter Tennis Party information to the website
- Events Planning report accepted unanimously

#### **Winter Tennis Party: Hanna Spearman:**

- Fred is coordinating the court rental and the catering service for the party
- Will need six tables and several chairs
- Hanna sent out request for assistance at the party by email (see for specific requests)
- La Wade will send out an Evite to invite club members to the party
- Decided to have 40 minute tennis sessions
- Volunteers for the party should plan to arrive at 6 PM to assist in party setup
- Need donations for door prizes
- Need to purchase two cases of tennis balls
- The Club at Monroeville has a new caterer who will be doing the food for the party
- The catering cost will be \$600
- Fred will speak to the caterer about providing soft drinks, snacks, and cake
- Winter Tennis Party report accepted unanimously

#### **New Business:**

- Election of new officers - Joyce will put together a slate of current officers and inform club members
- Elections will take place during the club meeting in January
- Larry Reed will coordinate QuickStart Community Tennis Program for the club
- Fred intends to run a junior tennis tournament sponsored by HPTC during the weekend of August 11<sup>th</sup>, 2012 – would not cost the club anything
- Voted unanimously to sponsor the tournament
- Vickie Bey mentioned that perhaps the fact that HPTC is holding a USTA tournament on the Highland Park courts would ensure that we receive some funds for court repair
- La Wade talked about the need to improve the Survivor's Doubles Tournament or perhaps not hold the tournament
- Fred recapped the business plan for the current year based upon the club's goals and objectives – club did not reach every goal, but made significant progress from the previous year
- Fred discussed budget from this year and suggested that the club vote on whether to adopt this

same budget for the next year

- Hanna stated that she had also created a budget for the club to see, and would email that out to the club within the next week
- Dissolution clause is part of the club's articles of incorporation, and it states that club assets would be distributed to other non-profit organizations

**Meeting adjourned**