

**University City Racquet Club
Board Meeting Minutes
October 2, 2024**

Present: In person: David Livingston; Bob Siegel; Wei Cheng; Ron de Jong; Keith Chin; Patti Sherron; Chris Anthes; Aurelie Udall (Director of Tennis); Rick Beltran (Club Manager).

Call to Order: 6:00 pm

Announcements:

- Approval of minutes from August 8, 2024 meeting occurred via email; minutes have been posted
- Chris Anthes has been approved unanimously via email as a new member at large on the board of directors for UCRC.

Approval Of Agenda: Approved with consensus via email

Reports

Treasurer's Report (Bob Siegel):

- YTD financial information for the most recent period closed
- Cash Balances
- Revenue vs Expense

Tennis Director's Report (Aurelie Udall):

- Formal introduction of Bill as new head pro – Marta Departure
- Update on UCRC tournament (2nd Annual)

USTA Tournament – need volunteers both mornings to help set up and take down chairs and various other little items. A court monitor will be there (Mike?) so maybe we just need two more for a half of an hour each morning and afternoon. Courts 3-6 will be water broomed prior to tournament on either the 16th or 17th.

- Discussion of additional one day tournament the weekend of October 12, this is postponed.

Club Manager Report (Rick Beltran):

- UCCA Newsletter – Webpage update
- Leagues and fees collected
- Open play court usage
- Front gate combination
- Clubhouse and court repairs
- Banner
- Staffing or other general club issues as manager

Safety and Security of Staff and Members – Patti and Rick are heading the safety procedure policy for the club. Would like to have a working draft by end of month on how staff and members address situations when there is a perceived or real threat to their wellbeing. Plan should address the club staff and members at the current time, once rec center has a new manager, we can work in tandem with them to secure the greater area, but our immediate concern now is the club.

Old Business:

- Octoberfest (staffing of booth / how to direct people to courts)

Patti can work the event all afternoon, need an additional person to give her some relief. Perhaps we can recruit a member if no board member is available. Bob and David to set up tent, Bob will take down but again could use help in the take down. Rick as secured the tent and flyers.

- Update on grant for resurface of courts (Rick Beltran / Bob Siegel)
- Board Elections

Bob motioned and Keith seconded that members need to have 6 consecutive months membership to vote and run for the UCRC board. Wei will update the bylaw accordingly.

New Business:

- Halloween Adult Social
- Use of Club for Private Events

Bob motioned and David seconded that no private event after hours until the rule of event agreement passed.

David will review, edit, make suggestion to the draft which Rick has prepared by 10/7/2024, and send revised agreement out to board, club manager and director of tennis for comments and concurrence. Comments and concurrence will need to be received by 10/15/2024. On 10/16/2024, Event Agreement will be considered final and be put into use. Monthly RR, and USTA sanctioned tournaments do not need Event Agreement as they are scheduled during open club hours.

- Additional Social events for 2024 (mixers / holiday events / etc.)
- Penalty for no show on court reservation

Chris and Rick will work jointly on developing a spreadsheet or other tracking system to monitor when courts are reserved and not used. Again, would like to have this up and running by the end of the month. The tracking will be used to identify patterns of no show for members and nonmembers. Once a member or nonmember no shows twice in a 30 day period, they will be placed in court reserve jail for 30 days.

Blocking double bookings – Rick will be in charge of researching and implementing a change to court reserve so that an individual cannot book two courts at the same time. For families that might need two courts, one individual will book one court, and a second individual will need to book the second court. Would like to have this completed by the end of the month.

- Communication between ACTA and UCRC

While Bill is unable to teach, ACTA will cover clinics and class through the usage of the other coaches to keep positive momentum of these clinics and classes going and not canceled.

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Next Regular Meeting: December 4, 2024

Adjourned: 8:00 pm

Minutes prepared by Wei Cheng / David Livingston