

North Jeffco Tennis Club Annual Meeting
February 4, 2017

Board Members Attending: Jason Bolton, PJ Travin, Victor Guettlein, Crystal Messer, Kathleen Harvey, Laura Pivovar, Jonathan Hall, Helen Hock

Absent: Wanda Shepherd, Bill Santmyer

Appointees: Jen Stiebelling, Mitzi Bare, Vilura Haas

NJTC members attending: 55 total (including those listed above)

Meeting was called to order by President Jason Bolton at 4:12pm.

Approval of minutes from 2016 Annual Meeting:

Kathy Peterson made a motion to approve the minutes. Paula Smith seconded the motion. Motion passed with all in favor.

President's Report:

1. Jason reported the past year a *massive success* as the club came together and got the bond measure passed. It passed by the largest margin ever in Arvada. The Club donated 15,000 hours of time to get the bond passed. Congratulations!
2. The 4x4 Tournament was terrific and a lot of fun. 4 days, 4 bands, 4 beers, fast 4 tournament format. The dates for 2017: September 14-17. There were 196 participants with a winners and loser bracket, and players were guaranteed at least 2 matches. This year will include an Up/Down bracket and wheelchair division. The event should be able to cut the expenses for this year.
3. There was good participation at the drop-ins with Kelly Costanzo, Diane Hedberg and Kevin Thistle and Bill Santmyer running them. Socials have also been terrific.
4. Jason thanked the Board for their service and what they achieved. He referenced the fight for the Club to have better rates at socials, use of high school courts, and ability to play at the ATC.
5. Vilura Haas interrupted the President to thank Jason for his 3 years of service as President and all that he does for the Club and the community.

League Coordinator's Report:

Mitzi Bare reported that it will be tricky for court assignments this year; however the league coordinators will make it work. Captains seeking team numbers will contact Mitzi Bare for evening teams and Jen Stiebelling for day time and mixed leagues. In 2016 there were 109 teams, 55 day and 54 evening. 66 Ladies, 19 men and 24 mixed teams. 21 teams went to Districts, 2 teams went to Sectionals. (Jen Stiebelling's 3.5 40+ and Kathleen Harvey's 5.5 mixed teams)

Treasurer's Report:

Victor Guettlein reported that there is approximately \$1,500 in checking and \$4,300 in savings. Last year began with \$7,000 in the bank. The Club donated \$5,000 to help get the Bond passed. Victor indicated that socials are typically break even events. The Club Championship had more expenses than the revenue brought in. This year a transition was made to move all accounting from Quicken to Quick Books, which will provide more detailed accounting information. Diane Hedberg has been working with Victor to take over the role as Treasurer. The filing was completed for the Club to function as a 501c3. Although the revenue was short by \$10,000, the spending was far less and the year ended with everything working out very well. See the attached Income/Expense Report.

New Business –

1. Courts & Captain's Meetings - Jen Stiebeling reported that although the ATC is under construction, they will manage court assignments. Captains will be required to attend the Mandatory Captain's Meetings. Thursday, February 23rd 6pm at the APEX Racquet Ball and Fitness Center or Saturday, March 18th 5pm prior to the tennis social at Meadow Creek Tennis Club. Last year there were 50 captains. The captains need to spread information to the players. If a captain does not attend one of the Captain's Meetings, she/he will not get court assignments.
2. Longmont – Jen Stiebeling reported on the status of league play with Longmont teams. She thanked the membership for completing the survey. In 2016 354 NJTC matches were played Monday – Friday and 15 of these were played in Longmont. Of all 699 NJTC matches played, 30 matches were played in Longmont (4%). Of the 109 teams, 83 teams did NOT play in Longmont. 22 teams went to Longmont 1 time and 4 teams went to Longmont 2 times. Jen and Jason Bolton met with Jason Rogers and Fritz Garger from the Colorado Tennis Association (CTA) for 2 hours in a good meeting. Jason Rogers explained that the flights are determined by math and geography. For example, 8 teams – 1 RR, 7 teams- 1 RR + 1 bye, 4 teams 2 RR. CTA pulls teams from areas to make the numbers work. They use computer programming and then they add the “human factor” to tweak the schedule. Jen asked that the teams in Niwot and Longmont be a bit flexible about the 15 minute default rule. Players would need to notify the captain if they are dealing with traffic issues on the way to a match. If a team is asked to default because they are late to a match, please notify Mitzi Bare or Jen Stiebeling. CTA will also try to have any given team only go to Longmont one time per year. Mitzi and Jen will look at teams going to Longmont, and will try to notify CTA if a team has already gone to Longmont.
3. ACTION ITEM: the incoming President should put a committee together to approach CTA by August 2017.
4. New Tennis Center- Vilura Haas reported on the status. The Current ATC has started early. APEX is using their employees to get things going. Vilura stated that it is important for members to have patience and adaptability. It will be worth it come 2018 and you will be delighted! Project Phase 1 is the outdoor courts. Hoping to start this phase in March, yet it is dependent on weather. Phase 2 is the indoor courts. Do not park at the ATC as this is a staging area for the ongoing work and construction. The 8 outdoor courts will be redone with fencing and controlled entry. The outer edge is the same for indoor and outdoor courts. The project is dealing with a flood plain. There will be a new parking lot. The 2 outer buildings will be kept; the gazebo is being removed. There will be a new covered social area. Trees are marked which need to be removed. There is an ADA ramp in the plans. \$5.7 million budget. Already over budget and had to make concessions. There will be a charge to play on the courts, similar to the Lakewood Tennis Club.
5. 1st NJTC Annual Mountain Getaway. Jen Stiebeling reported on the weekend tennis getaway to Keystone. Connie Sharin, Mitzi Bare and Jen Stiebeling have researched and put together a fantastic getaway similar to Lakewood Tennis Club. The decision was made to go to Keystone rather than Vail due to number of courts available and other considerations. The flyer is included at the end of the minutes. Highlights include: August 18-20, \$195 for members, \$220 for non-members. 64 person limit. Two bedroom condo, 2 nights, quad occupancy, tennis Friday, Saturday, and Sunday, one reception, 2 breakfasts, 2 lunches, 2 dinners, beer, wine and tennis balls. Registration opens May 1st on-line.
6. 2017 Club Tourney – PJ Travin reported that the 2017 4x4 Tournament will be new and improved. It *could* be the inaugural event at the ATC. The survey suggestion from last year's

event will be incorporated and will help tighten up the Fast 4 play. PJ will continue to promote the *value* that people get at NJTC.

7. NJTC Needs Volunteers/Donations- Jason Bolton stated that the club is always looking for more help. We are looking for someone with strong advertising, marketing or graphics experience. It would be great to have more members step up to *host or help* at the Drop-Ins or socials. Jason encouraged members to become an active part of the solution. As his final challenge as President, Jason encouraged members to go to business owners and look to help raise funds for the club to help build up the coffers now, recognizing that the club membership price will need to increase in the future.
8. Lifetime Achievement Award –Vilura Haas received a Lifetime Achievement Award recognizing her for all she has done for the club and her role in getting the tennis center built. Congratulations Vilura! She is a team player and coordinator for the new courts.
9. VOTE – Election Results:
President – PJ Travin
Vice President – Vilura Haas
Treasurer – Diane Hedberg
Secretary – Wanda Shepherd
Club Rep- Helen Hock
Club Rep- Kathleen Harvey
Club Rep – Laura Pivovar
Club Rep – Jonathan Hall

Social Coordinators - Kelly Costanzo, Kevin Thistle
Tech Position – Greg Shepherd

2017 Budget – Approved

Adjournment: Meeting was adjourned at 5:51pm. Kevin Thistle motioned to adjourn and Susan Bolton seconded the motion.

Next Meeting: Board meeting - Sunday, February 26th at 6pm

NJTC Tennis Club 2016 Balance Sheet/ 2017 Budget

	2016	2016		2017
	Budget	Actual		Budget
Bank Balance (Reserves)	12,206.48	4,906.42		
NJTC Members (paid)	340	317		325
NJTC Members (comp)	20	22		20
NJTC Members (total)	360	339		345
INCOME:				
Member Dues	\$ 20,400.00	\$ 19,020.00		19,500.00
- Includes Income for members we refunded. Refunds are noted in the expense section.				
Social Memberships	\$ 1,000.00			
USTA Grant		(None applied)		0.00
Socials				
Summer Social	\$ 480.00	\$ 1,008.50		0.00
Keystone Mountain Social Weekend		\$ -		11,840.00
Meadow Creek Socials	\$ 6,000.00	\$ 5,704.83		6,000.00
Club Championships/NJTC Invitational Tournament	\$ 3,615.00	\$ 4,407.95		5,000.00
Advertising/Marketing Revenue	\$ 5,000.00	\$ 1,190.00	Rev associated w/tourney	3,000.00
Miscellaneous(advertising for t-shirts, etc)	\$ 555.00	\$ -	Rev comingled w/ tourney	500.00
Interest-Savings Acct	\$ 15.00	\$ 3.01		0.00
Fund raising and donations	\$ 15,000.00	\$ 2,200.00		5,000.00
Total Income:	\$ 52,065.00	\$ 33,534.29		50,840.00
EXPENSES:				
APEX				
Court Fees	\$ 17,500.00	\$ 13,716.00		14,000.00
Port-o-lets	\$ 400.00	\$ 386.00		400.00
Socials				
Captain Appreciation Social	\$ 300.00	\$ 1,309.18		700.00
Summer Social	\$ 575.00			ending

Keystone Mountain Social Weekend	\$ -	\$ -		10,320.00
Meadow Creek Socials	\$ 6,000.00	\$ 4,964.02		6,000.00
Outdoor socials	\$ 1,000.00	\$ 2,400.00	Reflects court costs	1,000.00
Social Expenses - food and drinks	\$ 400.00	\$ 449.93	Reflects hospitality cost	500.00
Social incidentals	\$ 400.00	\$ 95.00		400.00
Club Championships	\$ 3,000.00	\$ 2,262.59		3,000.00
Operating costs				
League Coordinator - Stipend	\$ 2,000.00	\$ 2,000.00		2,000.00
Advertising (Marketing)	\$ 1,000.00	\$ 2,089.94	Cost associated with tourney	1,000.00
Donations/Gifts	\$ 10,000.00	\$ 5,000.00		3,000.00
Master Liability & Accident Insurance	\$ 465.00	*		465.00
Event Insurance		\$ 215.24		215.00
Social/Event Supplies (Paper good, balls, etc.)	\$ 300.00	**		300.00
Operation Supplies	\$ 200.00	\$ 78.74		200.00
Miscellaneous Fees (Checks, Meetings, etc.)	\$ 50.00	\$ 17.64		50.00
PO Box	\$ 130.00	\$ 130.00		130.00
Website/Computing costs	\$ 750.00	\$ 1,328.28	****	350.00
Refunds - membership fees (4) and club championship	\$ -	***		0.00
Incorporation Fee/Annual Filing	\$ 410.00	\$ 450.00		50.00
Banking Fees/Charges	\$ 30.00	\$ 94.90		30.00
USTA Dues	\$ 155.00	\$ 155.00	5-year renewal	0.00
Total Expenses:	\$ 45,065.00	\$ 37,142.46		44,110.00
NET INCOME/(LOSS)	\$ 7,000.00	\$ (3,608.17)		6,730.00

* Master liability was not paid due to our change in status and our overlap with out NJTC & Event insurance

** Cost is rolled into the social expense line as balls, paper goods, food and drinks were often purchased together

*** No refunds were issued that we could find

**** \$328 charges on wix are under dispute as of now waiting on resolution

(+) estimated due to the fact Square doesn't offer a report on overages



Elevate Your Game To 9,280 Feet At Keystone Resort

Great tennis, good friends, and a perfect location gives NJTC our **1st Annual Mountain Getaway**. Please join us in Keystone for a fabulous three day event. Space is limited so make your plans early!

Friday August 18

1:00 - 5:00pm Arrivals. Six Courts available for Open play.
6:00 - 7:00pm Reception
7:00pm Dinner

Saturday August 19

8:00 - 9:30am Breakfast
9:00 - 5:00pm Structured Tennis. Two 2 hour Doubles sessions per person.
12:00-1:30pm Lunch
6:30pm Dinner

Sunday August 20

8:00 - 9:30am Breakfast
9:00 - 12:00pm Tennis. Eight Courts available for Open play.
10:00am Check out
12:00pm Lunch

\$ 195.00 per Member (non members \$220.00). 64 person limit.

Includes:

- * Two bedroom Condo for two nights, quad occupancy
- * Tennis Friday, Saturday & Sunday
- * One Reception, Two Breakfast, Two Lunches, Two Dinners
- * Beer and Wine
- * Tennis Balls

*******Important Dates*******

May 1st

Registration Opens!!

Watch for an email from NJTC which will include a link to register. Once 64 spots are taken a wait list will be created. On-line payment only.

June 1st

Registration opens for non-members if space is available.

August 4th

Confirmations will be sent out via email with additional details.