

Minutes of RLTS General Committee meeting on 3rd December 2018

Present: Simon Spalter (SS) Chair, Mike Jaffa (MJ) Dermot Wickham (DW), Simon Hancock (SH), Kyri Costi (KC), Nyall Jacobs (NJ).

Apologies: Suzi Lynch.

In attendance: Jordan Miles (JM), Richard Glass (RG), Jeanette Taylor (JET).

JET attended the start of the meeting and explained how the Office was finding the end-of-month activity sheets helpful and the Office was willing to help Committee members at their convenience.

RG gave a review of the club's maintenance programme. He has found a reliable handyman and while no firm maintenance budget is set each year, he would like Committee members to tour the club with him so that future issues can be identified. The tennis courts are generally in good shape and no major maintenance should be needed in the next few years.

Conflicts of interest: none declared.

Matters arising: *New members list:* a list is being produced but it should be sent on a regular monthly basis by Melissa Singer to NJ.

Action:MS

Out of hours cover: SS's & RG's emails plus JM's telephone number to be posted. **Action:NJ**

Guest fees: JET says that these are being paid more regularly. However, the Office still needs to collate the information on a monthly basis. **Action:JET**

Welfare policies: A lengthy discussion was held and SS expressed his thanks to Clare Sugarman, who has been very active since becoming

Welfare Officer. No coach should be able to work unless their DBS is up to date & this has been recorded. **Action:JM**

Wednesday Social Tennis: Numbers have been poor, partly owing to poor weather, but the organisation needs to be improved. **Action:JM**

Squash court booking: Members have been reminded that if they cancel a court booking and it is re-booked, then they will get their fee refunded.

Squash court refurbishment: Detailed estimates to be produced in the New Year. **Action:KC**

Web site: Dealt with in NJ's Communication report.

Bar profits: Dealt with in SH's Finance report.

Chairman's Report: SS had distributed a report, detailing how RLTC seemed to be losing its identity as a members' Club, with members frequently forgetting their responsibilities to the Club and other members. There is also a shortage of people volunteering to help, either through the Committee or Club teams. It was agreed that MJ would prepare a draft document detailing members' responsibilities, while JM would provide a list of roles that needed to be filled. **Action:MJ, JM.**

The refurbishment of courts 7-9 was ahead of schedule, despite difficulties with neighbours objecting to the floodlights and fences. We are hopeful this work will be completed by year end, although the final painting of the surfaces will be delayed until better weather in the Spring.

Finance: The bar is now running close to break even. The club has generated net profits before depreciation for the 9 months to September in excess of £30,000. Cash as at 30/9 was high at over £280k, but this will be reduced as the court refurbishment project continues.

Tennis: MJ is to investigate if a former member who wishes to return is actually going to re-join formally. **Action: MJ.** It was confirmed that coaches should pay for floodlights when using them for a coaching session. There was some debate as to the benefit to the club from hosting the LTA Grade 3 tournament in August. MJ will recommend in January as to whether we should continue. **Action: MJ.** The tennis court booking rules need to be reviewed – can members give their views to KC? **Action: ALL**

Squash: KC's squash report was taken as read. In the wake of the recent break-in, some initial quotes for security cameras were discussed and some detailed estimates will be produced, with the emphasis on cost-effective deterrence. **Action: KC** KC also reported on the disappointing performance from the provider of our new access control system and he will pursue them. **Action: KC**

Communication: NJ has circulated a report suggesting we upgrade the Club web site. While it was agreed that the current one was dated, the tangible benefits of an expensive upgrade were uncertain and the Newsletter will request if any members are skilled in this area and could create a more cost effective solution. **Action: NJ**

Date of next meeting: Monday 4th March.