



## **Middlesex Club Board Minutes – November 16, 2021**

*7:30-9:12 pm EST in person at the MSX Club and via Zoom Call*

### Directors Attending (12)

1. Sean McCarthy
2. Lisa Cruikshank
3. Jason Perez
4. Ruby Huang
5. Joan Carlo
6. Brian O’Hagan
7. Sallie Schmidt
8. Thomas Benevento
9. Lindsay Warnke
10. Bea Repking
11. Kim O’Brien
12. Rob Steeves

### Directors Not Attending (2)

1. Courtney Darby
2. Katie Briggs

### Non-Board Officers Attending (1)

1. Social-Rachel Constas

### Non-Board Officers Not Attending (3)

1. Aquatics-Jodie Scozzafava
2. Tennis-Shannon Fitzgerald
3. Social Tracy McKeone

General Counsel (“GC”): Mike Murray in attendance

Management: Tad Keating in attendance

**Minutes:** Vice President motioned for the club to ratify October 6, 2021 Board Meeting minutes and the November 8, 2021 Special Board Meeting minutes. The motions were seconded by the House and Grounds Chair and unanimously approved. The minutes were ratified.

### **President’s Notes**

- Appreciate work on storm repairs and recognized work on getting tennis courts repaired
- Communications/IT Chair submitted his resignation. We appreciate his contribution and will work on his transition. Thomas Benevento will take over his responsibilities for the remainder of the year.
- Working with new insurance broker; evaluating flood insurance options for club’s building structures. Tennis courts will not be insured due to water levels.

### **Treasurer’s Report:**



- Healthy A/R. No material aged balances
- Balance sheet remains steady with cash balances / liquidity in good shape
- Year on Year P&L comparison show no significant changes in Net Income
- Dues/Facilities increase as agreed by the board has been communicated to the membership. No negative feedback received yet from any members
- Social event spending remains in line with budget. Social chair and Treasurer will work on putting together a plan for 2022
- Will begin the budget conversations in December to get a head start for 2022 given Tennis expenditure
- Meeting to be set up with accountants to run through the Financial Review process/results + accounting for the Tennis Fixed Assets impairment
- A number of significant expenses line items to come through in November (including paddle heaters fixed, tennis court remediation, insurance costs).
- 2021 bonus numbers agreed and communicated to staff

#### **Manager's Report:**

- Replacing paddle court light that is out

#### **General Counsel:**

- N/A

#### **Committee Reports:**

##### House and Grounds

- Met with Craig Flaherty and Brian McMahon from Redniss and Mead, Civil Engineers and shared their observations with the board. Discussed observations
- Paddle Pro is still looking for a display case that is in stock

##### Communications/IT

- Thomas Benevento will assume responsibilities for the remainder of the year

##### Membership

- Current Waitlist : 82, In 30 Day Wait Period: 2, total: 84

##### Tennis

- Respectful parting with Putnam
- Signed contract and working with Oval on the tennis court repairs. Expect all work to be completed by this fall.
- Will review tennis survey during next board meeting
- Tennis posts will be black



## Aquatics

- Re-sent aquatics survey as the response rate was low
- Marj's contract is closed to being complete

## Social

- We had a successful first ever Trunk of Treat. Approx 85 children attended. Parents loved the idea.
- Received our 2021-2022 social budget
- Adult Holiday party invite sent out 11/15
- Children's holiday cookie party is planned- invite goes out 11/16. We've broken it up to 3 time spots for 25 kids each.
- Working with Ken Schmidt on a food drive.

## Paddle

- Maintenance:
  - Court maintenance has been completed, windscreens hung, snowboards painted, and new scorecards on our courts.
  - Heaters were adjusted and working for use during snow. They are not meant for rain
- Communication:
  - Kyle is sending out weekly updates to membership regarding paddle events.
  - We will be sending out a notice to membership regarding tennisbookings etiquette and clubhouse/court rental policies and pricing.
  - Website to be updated with paddle information.
- Socials:
  - Oktoberfest was a great time with new and old members accompanied by some delicious German fare from Village Table.
  - Lob For A Cure was canceled due to bad weather, we are looking into another date.
  - First Fridays have been great with new and old members socializing and playing lots of paddle!
  - Paloma's for Paddle was a fabulous night of ladies socializing and playing some friendly, casual paddle.
- Clubhouse/court rentals:
  - There were 2 clubhouse rentals in the month of October and 2 in November. 2 clubhouse/court rentals coming up later this month.
- Upcoming Events:
  - Men's Triple P event on Saturday night 11/20
  - First Friday December 3rd - Ugly Sweater/holiday celebration
  - Wee Burn to use our courts on 11/20 from 1-5pm for their Member/Guest tournament
  - Woodway to use our courts on 12/4 from 1-5 for their Member/Guest
  - MSX Men's Member/Guest December 11th 1-6pm - MSX to borrow courts at Woodway, Wee Burn and CCD.
  - MSX Ladies Member/Guest December 18th 1-6pm - MSX to borrow courts at Woodway, Wee Burn and CCD.

## Safety



- With some indoor events upcoming around the Holiday Season, the Safety Committee has met to determine if any of our policies need updating
- We have a stipulation in our current protocols that if you are identified as a close contact of a Member who has tested positive, but are vaccinated, you do not need to be restricted from Club use

#### Camp

- Survey results were very positive
- Sarah and Jess are both returning for the 2022 season
- Contracts are almost completed
- Discussing whether to add a permanent August week - much easier for planning purposes to have it scheduled, rather than added at the end
- Going back to Sr, Jr, PeeWee designations
- Hoping to renovate the main tent before the 2022 season - possibly add more concrete area to avoid the flood issues/mud
- Hoping to use a 3rd tent again as a "common space" for camp

#### Vice President

##### Strategic Planning

- Group would like to move forward with the top 3 projects.
- Group will reconvene

##### Storm

- No further updates pending our special meeting; unfortunately, insurance has deemed the damage caused by a flood. At the time of the storm, MSX did not hold flood insurance

##### Snack Bar

- Survey was sent out and is now closed
- Great participation with 117 respondents in 2021 (98 in 2020 and 76 in 2019)
- Overall results very favorable with some requests for new menu items or general commentary on grounds, ie, new tables in snack bar area.
  - Recurring comment was snack bar closed prematurely due to inclement weather. Will be discussed in our annual review.

#### **General Information:**

##### **Unfinished Business**

- Nominating committee to meet again Nov 22
- 2022 board slate to be present during next board meeting Dec 8
- Still seeking Director of Racquets committee volunteers. Nobody has been identified to-date
- By-law committee update
  - Conducted a few meetings to discuss proposed by-law changes
  - Deck to be circulated with proposed by-law changes
  - Feedback on what is the right size of the board? Feedback is 9-13

##### **New Business**



- Proposed annual meeting date January 12, 2022. Please let Secretary know if you can attend
- IT/website provider demonstrations held. Goal is improve member engagement and experience. Will also automate and expedite accounting/billing
- Vice President motioned to earmark \$2.2K for new smoothie machine for snackbar for 2022 seasons. The motion was seconded by Treasurer and unanimously approved by 12 directors present
- Vice President motioned to form 3 subcommittees to start the process of gathering information & proposals. (Clubhouse, Paddle Courts & Decking). The motion was seconded by Treasurer and unanimously approved by 12 directors present.
- Membership chair motioned to accelerate and grant membership to the Glover family, a legacy family of an active MSX member family. Legacy applications have been prioritized historically. The motion was seconded by Co-Paddle Chair and approved by 12 directors, opposed by 1 director, and 1 director (not present) did not vote. The motion was passed. Membership chair recommended that legacy memberships be incorporated into the by-laws via an amendment.
- Vice President motioned to enter Executive Committee (“EC”) session. The motion was seconded by the Treasurer and unanimously approved by 12 directors present. General Counsel was asked to participate in the EC session
- Entered Executive Session at approximately 9:06pm. Minutes were not taken during this Executive Session
- Tennis Co-Chair motioned to come out of EC session. The motion was seconded by the House and Grounds Chair and unanimously approved by 12 directors present.
- EC Session ended approximately 9:11pm

Tennis Co-Chair motioned to adjourn board meeting. The motion was seconded by House and Grounds Chair unanimously approved by 12 directors present.

The board meeting adjourned at 9:12pm EST

**Next regular board meeting scheduled for Wednesday, December 15<sup>th</sup> at 7:30pm**