

**Board Meeting Minutes, Tennis Club of Albuquerque  
May 7, 2024, 5:15 p.m.**

**In Attendance:**

X	Jim Schloss	X	Jeff Hagemann
X	Allen Parkman		Dolores Busch
X	Liz Briganti	X	Jim Mackenzie
X	David Zumwalt	X	Krishna Goradia
X	Eric Meiers		Chris Philips
X	Don Newman	X	Leon Redman

**Agenda Items**

**Time**

**1. Call to Order**

**5:17 pm**

**2. Approve Minutes from 9 Apr 24**

**5:18**

- Jim moved
- Eric seconded
- All affirmed

**3. Marketing and Web Development**

**5:20**

- Kevin Wade (Griffin Wink)
- Propose to add donation page (\$1,300 per year to connect to donation software) to WordPress backbone of existing TCA website, sponsor page, renovation project page (\$2,200 one-time fee)
- SEO one-time fee (\$1,500)
- Social media marketing: 8 to 10 posts each month (\$1,100/month cost); business outreach (\$100/hr rate)
- Tracy Clark (web developer)

**4. Website Marketing Discussion (Board)**

**6:13**

- Eric offered to build "draft" website on his Wix account
- Jim moved to vote on \$2,200 fee, Mac second, majority accepted
- David will work with Kevin Wade on website content

**5. Set Membership Mtg for Loan Vote**

**6:46**

- Tues May 21, 5:30 p.m.
- Liz to print ballots, quorum (25%) of membership required
- Liz to send email to membership

**6. Action Items from Last Meeting**

**Not Discussed**

- Board to discuss adding 2-hr block times starting at 7 a.m. versus reservations – agreed to leave open without action (OPEN)

- Liz to coordinate acid washing surface around pool – agreed to leave open without action (OPEN)
- Board to re-examine percentage take after rates are raised this Summer (OPEN)
- David to work with Liz on improving racquet and string sales using existing \$12,000 of inventory (OPEN); entire inventory was catalogued, next: they need to determine how to display inventory to put it up for sale; additional inventory found
- Develop a TCA budget plan and present it to the membership (Jeff) (OPEN--NOT YET STARTED)
- Develop tennis court (2-5, 8-9, 12-13) lighting plan (Krishna and Mac) (OPEN--IN PROGRESS)
- Leon to complete and submit application to USTA (Hector Gonzales, 407-462-2538) by 1 May in cooperation with David Z and Chris P (to write a joint letter of intent and send via separate email to Mr. Gonzales in conjunction with application timing) (OPEN)
- Leon R to contact USTA re: grant for lighting to pay CJT Electrical (OPEN)
- Jim recommended club designate a press representative (OPEN)
- Eric and Liz to collaborate on project plan for painting between Court 3 and Court 4 (OPEN)

**7. Manager’s Report – Liz 6:55**

- See the Manager’s Report emailed by Liz to board members

**8. Financial Report – Jeff 6:56**

- See the Financial Report emailed by Jeff to board members

**9. Tennis Report – David Z and Leon R 6:57**

- David: nothing significant to report since last board meeting
- Leon: grant proposal submitted to USTA ahead of 1 May deadline; next-day response letting Leon know that approx. \$85k is available for courts and lighting; board agreed grant money will be applied to lighting first, then courts
- Lighting for Court 2 and Court 3 is highest priority; others to follow
- Leon to follow up with USTA now that board has agreed on a way ahead

**10. Lighting Report – Krishna G 6:58**

- Krishna gathered two cost proposals, one for \$62k which includes lighting and installation, the other for \$60k which includes lighting only
- Lighting can be done all at once or one court at a time
- Half of funds for entire project required up front; remainder of funds due within 6 months, paid incrementally

- Mac recommended Krishna determine if the company presenting the \$62k proposal has light meters to ensure lumens satisfy USTA requirements; Krishna to follow through

**11. Set Next Meeting Date**

**7:13**

- Tues Jun 4, 5:15 p.m.

**12. Adjourn Meeting**

**7:14**

- Jim moved to adjourn  
- Eric seconded  
- All affirmed

**Action Items Generated from Meeting**

- Krishna to determine if the company presenting the \$62k proposal has light meters to ensure lumens satisfy USTA requirements  
- Leon to follow up with USTA  
- Liz to print ballots and send email to membership re: May 21 membership meeting  
- Liz to contract with Kevin Wade on website upgrade (\$3,800)  
- David to work with Kevin Wade on website content