

Minutes of RLTS General Committee meeting held on Wednesday 30th September 2020

Present: Kyri Costi (KC) Chair; Dermot Wickham (DW) Hon Sec; Simon Hancock (SH) Treasurer; Suzi Lynch; Danine Irwin (DI); Gavin Green (GG); Alison Argyle (AA) Felicity Pick (FP).

Apologies: None.

Conflicts of Interest: None declared.

Matters arising: *club shirts:* DI has produced some proposals from Team Togs. The Committee agreed to go ahead with the initiative, which would cost the Club nothing and could make a useful profit.

Role specs: FP will check the job description for Welfare Officer and will re-write one if she feels it necessary. **Action:FP**

Governance: KC will review the Club Constitution and advise DW by December if he feels any changes should be made before the next AGM. **Action:KC**

Risk assessment: This has been carried out by SL.

Indoor courts: this project is being investigated by a small group, led by Simon Spalter.

Access control: KC produced various preliminary quotes and it was agreed to pursue replacing the existing access control system with new 4 door access, which would include the side gate.

Club room: given that this is being used purely by coaches right now, creating a separate section has been deferred, although the desk will be moved into the club room to discourage coaches from congregating in the bar area.

Communication: DI has updated the Club web site and is collaborating effectively with Jordan Miles on our social media outlets.

Changing rooms: these have been painted but further remedial work may be necessary.

Bar: is now being run by volunteer keyholders and is being regularly restocked.

Chairman: if we reach any decisions through the WhatsApp group, these should be recorded in the next GC minutes. FP was welcomed to the Committee as Club Welfare Officer. The office staff had been working above average hours as we handled the large increase in the number of members. Supervising the cleaners was now the responsibility of Nicola and they should be asked to clean the bar if a member of office staff was present. If a community member plays tennis with a full member who has booked the court, they won't automatically be charged the appropriate court fee. This is costing the Club revenue and we need to find a solution. Many community members have failed to pay their £20 fees; they will be emailed and potentially lose their access rights. Community membership will be reviewed in the Spring. A suggestion that we install temporary outdoor padel tennis courts was rejected on cost grounds.

Tennis: Court usage has been strong in the summer months. The issue of members being charged for lights when they had only been used for a minimal period was discussed. The system whereby coaches sell discounted Head tennis racquets to members will be investigated.

Action:KC

Communications: DI has been investigating design of a new Club web site, at a cost of circa £1950 to design - with some additional costs, subject to approval, that include email marketing and technical support. She felt traditional advertising was ineffective and use of social media such as Facebook had led to the huge growth in community membership. DI urged Committee members who used social media to follow the Club, like and share Club posts.

Finance: The Club had managed very well through the COVID crisis, with cash in hand increasing and membership strong. Some new members may not stay through the winter, especially David Lloyd members and we should have a more accurate picture in a few months. Running a racquetball initiative could persuade some tennis members to stay.

Squash: membership had increased, partly as some other local clubs had not re-opened. Courts 1 and 2 need side wall maintenance and GG is contacting previous Club suppliers for quotes. GG felt we should try to increase junior membership, while KC pointed out that the Sunday junior coaching sessions are running close to capacity, given the restrictions on group numbers.

Welfare: an incident at the Club in July had been referred to the LTA, who felt we had handled the issue correctly and as a result, a member had been sent a formal warning letter by the LTA. AA and FP were thanked for investigating this incident. Coaches have been given instruction to help prevent such an incident recurring.

AOB: DI suggested we buy an outdoor clock for the benefit of tennis players at a cost of around £500. This idea was welcomed and DI will circulate some options. **Action:DI**

Next meeting: Monday 11th January 2021 at 7:30pm.