



FOR REVIEW AND APPROVAL AT 2023 AGM

TENNIS PEI ANNUAL GENERAL MEETING MINUTES FEBRUARY 19, 2022, 4:30PM THE SPA TOTAL FITNESS CENTRE CHARLOTTETOWN

PRESENT: Meghan Adams, Bob Ashley, Mike Davey, Rob Deacon, Bob Gollaher, Brian Hall, Sean Hickey, Les Wong

REGRETS: None

1. CALL TO ORDER

- President Bob Ashley welcomes attendees to the Tennis PEI (TPEI) 2022 AGM
- Quorum – All TPEI Board Members are present

2. APPROVAL OF 2022 AGM AGENDA

- **Motion** to approve agenda for today's 2022 TPEI AGM [Mover: Roy Main]
[Secunder: Dan Montgomery]
- [Motion carried] – agenda approved

3. HOUSEKEEPING AND MEETING PROTOCOLS

- Masks, physical distancing and vax pass are all required
- Attendees are reminded to sign in for contact tracing
- Operational plan in place for today's AGM

4. INTRODUCTIONS OF TPEI BOARD AND STAFF

- Introduction of Board of Directors, TPEI ED and staff
- Announcement re changes and thanks to Zachary Robson and Meghan Adams: Zachary stepped down recently due to moving off Island and Meghan will be stepping down this month due to other personal commitments. Thank you from Bob on behalf of the Board to Zachary and Meghan for their contributions.

5. APPROVAL OF PREVIOUS AGM MINUTES

- **Motion** to approve minutes from November AGM 2020 meeting [Mover: Les Wong]
[Secunder: Don Cameron]
- [**Motion carried**] – Minutes approved

6. BUSINESS ARISING FROM PREVIOUS MINUTES

- None



7. REPORTS

a. PRESIDENTS REPORT

- Work of the board is guided by five sub-committees tied to TPEI's strategic plan: (i) Improving Organizational Effectiveness; (ii) Improving Access to Resources, Spaces and Courts; (iii) Strengthening Stakeholder Relationships; (iv) Growing Recreational Play; and (v) Growing Competitive Play.
- Safe Sport policy and procedures consumed a lot of time over the last year – a policy that provides protection to children & youth players, coaches and our Island tennis community.
 - Several meetings with Tennis Canada and the province to formally adopt this policy and adapt to PEI
 - Approach taken is one of zero tolerance and a priority for all
 - This is a priority for Tennis Canada and they will continue to follow up
 - All board members have taken the online training
 - Attendees today and anyone else is encouraged to complete this training as well
- Pickleball is a massively accelerating sport across the country – some associations are putting lines on tennis court. Noting because of potential challenges in future – need to be aware of growth of this sport and community, and to work/partner with these groups to increase effectiveness.
- Continued to work through pandemic and ever-changing protocols
- Thank you to:
 - Province of PEI, DHoW (funding);
 - Sport PEI (funding and support);
 - Tennis Canada (funding, support and leadership);
 - National Bank (sponsorship);
 - City of Charlottetown (funding and support from Christopher Drummond);
 - TPEI Board of Directors and all of the staff and teams that lead all initiatives throughout the year
 - Special thank you to ED Brian Hall and staff Jordan MacGregor and Kyla Savidant

b. TREASURER'S REPORT AND APPROVAL OF BUDGET

- We were running a net deficit last AGM – had a healthy balance sheet and so ran with the deficit and did what we could to offset this
- 2021 numbers are audited by MRSB (although waiting for this to be completed, these numbers are fairly official)
 - Covid funding increased because Tennis Canada was able to host the National Bank Open (was not originally anticipated – was a significant loss of funds from previous year without hosting)
 - Continued to receive additional covid funding and provincial funding from the province
 - Because of the numbers of things relating to programming and our strategic plan that we were looking to achieve, we made the investment in additional staff and hired an Administrator and Management of Tennis Development – therefore had new,



unexpected cost of salaries. Did see the benefit from hugely positive program revenue increasing (as anticipated with more capacity)

- Balance sheet – overall healthy balance sheet for a non-profit organization
- For this 2022 year, the question is how we manage the business
 - Cannot predict increases in funding from Tennis Canada or province, and we do not anticipate receiving additional COVID-19 funding
 - Anticipate that revenue from programs will go up – already have a breakdown of what the forecasts for these programs will look like
 - Expect that the National Bank Cup will be held and that we will receive funding from Tennis Canada from this, but remain conservative
 - Staff salary and wages will be going up simply because did not have full year in 2021 of new staff (staff began in May 2021)
- Questions from membership:
 - 1) Who pays for deficit? This comes out of balance sheet – under retained earnings of previous year are under current earnings – carries forward to the following year
 - 2) What is the SCRF under sponsorship? This is special funding from City of Charlottetown because we hosted Atlantics this year (a major event)
- Other comments:
 - Think that we will be able to increase overall members to the organization and we will be working on an initiative this year around membership

Motion to approve proposed 2022 budget: [Mover: Roy Main]; [Second: Don Cameron]

Motion carried – proposed 2022 budget approved.

c. EXECUTIVE DIRECTORS REPORT

- Have continued to work through a pandemic, which has posed challenges. Overall, programming and tennis growth was not too significantly impacted – restrictions have affected us during certain time periods, but mostly have been able to continue with programming and events
- All local outdoor tournaments went ahead in 2021
- Largest covid impact was that we only had one indoor court in 2020-2021 winter
 - Only one indoor court so could not host events (this was also because of travel restrictions for Atlantic circuit and open events)
 - Were able to host Rookie tournaments – different category of events so these could take place
- Fewer numbers coming in from outside of the province for our tournaments even when restrictions allowed, likely because of hesitations though
- Hosted several major events all within a 6 week time frame (including PEI Open, Master's event and junior Atlantic Championships) – huge success
- COVID funding helped to offset reduction in funding that is typically received from Tennis Canada
- TPEI's major efforts over the year included growing u10/u12 play and competition, and maintaining & expanding the U10/U12 Development Plan



- Significantly more red and orange ball tournaments – increasing opportunities for play in this way, including athletes moving from red to orange ball
- Club Spark – online registration and a really important piece of work for us
- Another success from this year was the hiring and training of additional full time staff
 - Kyla supporting all administration pieces of work (including Club Spark)
 - Jordan has joined us as top coach running programming which has been extremely helpful
- Tennis PEI took over the running of tennis programs at the Spa this year – another part of what has driven the revenue for TPEI – an important piece of work to partnerships
 - This was a major effort and success for the organization this year
 - FYI, about four other provincial tennis associations that have gotten into this business where they also run provincial programming
- Instructor course last year and have 4 new certified instructors
- Had our highest number of certified coaches last year through promotional program for coaches last year to update TPA certifications (including code of conduct, police record checks, etc.) TPEI and Tennis Canada sponsored,
 - TC continues to really prioritize this and continue to demand so will be another important project for this year
- High records of outdoor programming through summer, including youth lessons, adult leagues and camps across the province.
- PEI saw strong participation in Outdoor Jr Nationals this year and had record high number of athletes ranked in Canadian rankings – this is great for growth and means more people are participating in sanctioned tournaments.
 - Standouts include top finishes at nationals and Atlantics (Maggie Chong, Tiffany Chong, Charlie Wang, William Wang, Sebastian Nguyen (#18 in Canada), Elijah Opps, Rachael Phelan, Charlotte He)
 - Another standout results is Masters Player Don Cameron finishing the year ranked #7 in Canada
- TPEI continues to intensely pursue opportunities for more indoor courts in both Capital Region and Summerside.
- Lots of work continues to take place engaging, meeting and communicating with our main PEI communities and stakeholders.
 - One major effort was an MOU for the 2021 season with the Charlottetown Tennis Club, and a signed MOU with the Spa Total Fitness Centre (and takeover of programming as TPEI).
- Questions from membership:
 - Congratuations on getting through with pandemic challenges and success of programs.
 - Before you go Brian, wondering about pulling a Masters team together to go and compete in Truro – tentatively in April.
 - Depending on restrictions, this is possible.

d. OTHER REPORTS

- None



8. CONSIDERATION OF CONSTITUTIONAL AMENDMENTS

- Any changes of the constitution need to be approved and voted on at AGM by membership – missed one last year: changed our year-end last time but did not change when we will be holding AGM meeting and this needs to be resolved.
- Still indicates that it's to be held in November of each year – but we obviously need to change this to align with new fiscal year
- Question from membership: why not keeping the two months to have more time... reponse would be that still able to have financials presented at a January AGM – budget can always be amended and it's only the audit that's not completed (which is not completed for this year's in February either so would not change situation)

MOTION: to amend the Constitution's Annual General Meeting date to take place no later than the last week of January each year (change from November). [Mover: Bob Gollaher] [Second: Roy Main]

[Motion carried] – change to be made in Constitution – AGM to be hosted no later than the last week of January each year.

9. MEMBERSHIP FEES APPROVAL

- In the Constitution, article 4(d) indicates that the membership fee will be decided at the Annual General Meeting.
- Board is working to try to ensure TPEI members understand the value of membership – we want to make sure that members understand the value and importance of the membership as well as communicate the benefits. There is also a desire to better communicate to members when they have paid and when their payment is due again.
- A lot of people pay through clubs, however we do not always receive this in a timely fashion and so board will continue to ensure clear to clubs and members.
- TPEI membership has not increased in a huge amount of time... maybe as early as 2006.
- Given the decrease in funding that we're receiving from Tennis Canada (as one example), there is rational to increase the membership fee.
- Looking for approval of annual membership fee increase here today

Resolution: having membership approve an adjustment of annual membership fee from \$25/year (current fee) to \$30/year (new proposed fee).

[Mover: Dan Montgomery]; [Second: Roy Main]

[Motion carried] – annual membership fee to increase by \$5 (from \$25/year to \$30/year).

10. ELECTION OF BOARD MEMBERS

- A Nominating Committee comprised of board members has been once again established to propose criteria for new board members and Executive Officer's, to recruit new board members and to make recommendations to the Board for voting at the AGM.



- There are (and will be) vacancies that need to be filled with new board members – recruitment is still ongoing and no confirmed candidates yet. Voting does not need to take place at the AGM for this, and so board will continue to work to recruit and confirm new members.
- Priority for today will be the election of new Executive Officer's

Election of Officer's

- Treasurer:
 - Recommendation and nomination: Les Wong
 - No nominations from the floor
 - Call for vote to approve: [Motion carried]
New appointed Treasurer is Les Wong
- Secretary: no nominations and no nominations from the floor
 - Will need interim/ad-hoc until resolved
- Vice President:
 - Recommendation and nomination: Rob Deacon
 - No nominations from the floor
 - Call for vote to approve: [Motion carried]
New appointed Vice President is Rob Deacon
- President:
 - Recommendation and nomination: Bob Gollaher
 - No nominations from the floor
 - Call for vote to approve: [Motion carried]
New appointed President is Bob Gollaher
- Re-election of Board of Directors – motion from the membership to approve their continuation of TPEI
 - Sean Hickey and Mike Davey
 - Call for vote to approve: [Motion carried] [Board membership continues]
- New board members from the floor – none and no nominations
 - Will carry on with list and continue to pursue new members following AGM

11. NEW BUSINESS

- Question from membership about new members and how we're doing with this list
 - Criteria has been established and invitations have been sent out to prospective candidates. Board will continue to work to fill vacancies.
- Question about new landlord and ownership of Royalty Crossing – potential future changes to the Spa?
 - Reminder that MOU is an understanding but not a contract, so we would need to explore contracts in the event of any change.
- Question about planning for future and indoor facility options – what is the board doing to address this?
 - This is a strategic priority of the Board and a committee continues to work on increasing access to facilities and strengthening indoor tennis.



- Extensive work has already been done and we do have a framework by which we can provide something similar, or an option of a dome facility.
- We need to make a better business case though and this includes needing more tennis memberships and more players demanding court time.
 - We were at 100% demand with one court, but since returning to two courts, this has not been the case. Need stronger business case.
- Currently still business as usual until we hear otherwise regarding the Royalty Crossing.
- In addition to increased demand, needing more capacity to run programs for indoor facility (i.e., more programs and demand, more staff and resources needed and therefore would need more coaching certifications).

12. AWARDS AND RECOGNITION

- Accomplishments and 2021 Tennis PEI awards were highlighted (all attendees received a handout)
- Awards will be presented in person individually at a later time with – photos taken to highlight on social media and the website (as opposed to historical presentation at AGM – changes this year are a result of covid restrictions).
- Congratulations to all 2021 award recipients!
- Meghan presented remarks in recognition of Brian Hall. A plaque was also presented to Brian on behalf of the Board of Directors and tennis community. Thank you, Brian, for your many years of service and dedication to tennis in PEI.

13. NEXT AGM MEETING

- January 21, 2023 (*storm date option: January 28, 2023*)

14. ADJOURNMENT

- 6:03pm
- **Motion** to adjourn AGM meeting [Mover: Roy] [Meeting adjourned]