

**WALNUT CREEK RACQUET CLUB**  
**BOARD MEETING – SEPTEMBER 22, 2009**  
*Sports Basement*

Meeting Attendees: Tammie, Shari, Hilde, Maria, Nancy L. Pam, Lynne and Deanna

Absent: Bret, Janet, Pege, Tammy

Guest: Tim Tamura

1. **REVIEW OF PREVIOUS MINUTES - Approved**
2. **TREASURER'S REPORT –**
  - Hilde provided a Balance Sheet as of 9/3/09 and the Profit & Loss Sheet from Jan – Aug 2009. About \$5-6K from Mixed League will be reported in October.
  - The Board discussed a 'Checks and Balances' audit process be put in place for any individual who handles finances. Auditing will be conducted by the Vice President.
3. **MEMBERSHIP –** No report.
4. **USTA UPDATE -** No report.
5. **NEWSLETTER**
  - Deadline for articles/postings for October are due to Tammie by 9/25/09.
  - October newsletter will announce WCRC "New Logo" contest. Winner to receive a 1 year, court usage card.
6. **SUMMER LEAGUES UPDATE**
  - Shari will work on draws, give to Bob Walgren for scheduling and hope to post by the weekend.
  - Shari will take inventory of the food/beverages in the stockroom and let Nat Bitton know what is needed. Nat will BBQ on Sat. 10/3 and has agreed to do all shopping for the event.
  - Shari will order/pick up dinner for Fri. 10/2 for players scheduled that evening
  - Deanna will order/pick up lunch on Sun. 10/4 (sandwich meats, rolls & condiments)
  - Deanna will talk to Bob about ordering balls for tournament
  - Deanna has ordered t-shirts & blankets, will have WCRC billed and have all shipped to Tennis Center (t-shirts due no later than 10/2, blankets due no later than 10/9). Deanna to let Tennis Center know about upcoming shipments.
  - Deanna will have camera ready & on site to take photos of finalist before going onto the courts.
7. **FALL MIXED DOUBLES**
  - League is underway. Some have dropped out due to injuries, since it's early in the season some have been allowed refunds.
  - Pam is shopping around for towels, the participant gift.
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8. **WINTER DOUBLES:**
  - Shari will put out the on-line signups in November, the same time it'll be in the Newsletter.
9. **WEBSITE REPORT:**
  - Shari's goal is to have the WCRC website set up with the new Leagues page by the end of 2010.

**10. HALLOWEEN TOURNAMENT:**

- Set for Fri., 10/30 and the on line sign up form will be out soon.
- Prizes (4) and a budget between \$10-15 each, has been set

**11. NEW SCORE CARDS** – Have arrived, they just need to be set up.

**12. NEW DISPLAY CASE** – Pam has been pricing out a glass replacement case but will research a plastic one. The Board may not want to replace the existing one until after the RFP process is over.

**13. 2010 BOARD**

- WC/WCRC Liaison – Pam has been working with the City; Lynne and Hilde have expressed an interest in helping, too. Pam suggested that after the RFP process is over, that the Liaison not be an individual but a committee that meets quarterly to discuss WCRC with the City of Walnut Creek.
- 2010 President – The Board still has not found anyone to be President for 2010. Shari suggested that the President's role be a rotating one, each of the Board members taking a turn at it. Duties would include writing the President's Message in the Newsletter. Shari will send a proposed calendar for 2010.
- 2010 Secretary – Deanna Fong will return as Secretary and will not continue with the Summer Singles League Coordinator role after 2009.

**14. UNFINISHED BUSINESS/OTHER:**

- Marketing Strategy – Lynne has been researching the city of Walnut Creek's website and the Nut Shell and has spoken with Leo (City employee)

**15. NEW ITEMS**

- Charitable Contributions – was not discussed
- City of Walnut Creek RFP
  - Pam and Shari met with 3 potential vendors who are interested in the Club
  - As of 9/22/09, there are at least 20 RFPs with the City. Deadline to submit RFPs has been extended by 1 week to 10/13/09
  - Jim Farber has agreed to extend his contract on a month to month basis, if needed but the City fully hopes to have someone in place by Jan., 1, 2010
  - Shari has developed an on-line survey that will gather comments from club members. Shari will send to the Board first.
- WCRC Logo design contest will be announced in next Newsletter
- Suggestion for a Umpire Chair was denied
- Awnings for Court 5 will be revisited in the Spring
- Board has approved small improvement necessities to be purchased: new brooms, umbrellas, sandwich boards (posting tournament draws). Pam will shop for these.
- Awnings on Courts 6 & 7 were damaged due to their own hardware (screws). Club member Michelle Gold has mended them and they will be hanging again soon. Board approved an appreciation gift for her. Hardware placement on other awnings on other courts has been corrected to avoid additional damage.
- Sports Basement has offered WCRC a Shopping Day, Fri. 12/4 has been chosen.
- Winter Party – 1950's is the theme, date to be determined (Feb 2010).

**16. NEXT BOARD MEETING:** Next Meeting will be Tues., Oct.13, 2009 @ Sports Basement's Loft @ 6:30. Nancy will arrange food.