



IOTC Board Meeting — August 7, 2023
12 p.m. — Fitness Center

Tennis members who want to receive IOTC information via email can contact secretary@IronOaksTennis.net or use the 'Contact Us' button on the club website. Please be sure to check your promotions and/or spam folders for email as it is sometimes routed there.

Officers Attending: Christopher Berry (President), Rick Kenny (VP), D.D. Kullman (Secretary), and Kristina Traylor (Tennis Play Director)

Also in attendance: Molly Bergesen and Judy Gahide

Call to Order at 12 p.m. — Quorum is present

Reports:

- July minutes were approved from the last meeting.
- Chris is continuing to handle financials in Sandy Traylor's absence.
 - The account is balanced, and finances are in good order.
 - Chris developed 2 Excel workbooks that match the bank account, while providing more detail around expenditures. Each month will have its own worksheet with credit, debit, balance, transaction descriptions and receipt categories.
 - Bob Lynne is still amenable to providing an overview of the club's books subject to schedule availability.

New Business:

- Jeff Vance noted the HOA has a new IT director who will assess current hardware/software. There is no official IT upgrade planned at the current time. Club Essentials cannot handle both tennis/pickleball court reservations. Discussed creating a committee to research other available options.

Old Business:

- Bylaws were reviewed and changes unanimously approved. Bylaws will be presented to the general membership for a vote in November.
- Action items reviewed and updated as appear below.
- Discussed Fitness Advisory Committee representation by IOTC president or designee at their meetings held the third Wednesday of the month at 3 p.m.
- Chris sent a welcome message to new members.
- Final edits made and approved on the Event Planning Worksheets.

Events:

- Sip & Serve Event — Scheduled for Friday, 8/25 at 7 p.m. Kristina will own the overall event plan. Sign-up sheet will be posted 8/1 through 8/20 and communications will be sent out by Dick 8/1 and 8/15.
- Discussed IOTC operating plan for events to be completed 45 days prior to the event.
- Added Bradshaw event (Dec 2-9) to master events calendar.
- Rick to have Dick post 2023-2024 IOTC master calendar.

ACTION ITEMS:

IOTC Action Item Record				
#	Action Item Description	Owner	Due Date	Status
1	Report on Dropbox options for electronic document storage	DD	9/11/23	Update regarding "cloud storage" after discussion with Dick Harold - final recommendaton on cloud storage options.
2	Discuss with Jeff IOTC representation at the standing Fitness Advisory Committee (FAC)	CJ	8/7/23	Closed, These meetings are open to all HOA members. Lois will be our official board liason with the FAC. The president (or designated substitute) will also attend as an observer and Dar is encouraged to continue attending when she is in residence.
3	Discuss with Jeff any upcoming opportunities for Chelsea upgrades or replacement	CJ	8/7/23	Closed, No specific HOA plans to address overall IT upgrade, but the the club is welcome to propose anything at any time. Recommend this be brought to the Fitness Advisory Council meeting for discussion.
4	Reconnect with Bob Lynne regarding an overview of past books	CJ	8/7/23	Closed - Bob willing to help the club with this. CJ still owes Bob the necessary documents at which time we'll assess Bob's schedule for completion.
5	Pancake breakfast update sent to Dick for posting on website	Judy	7/21/23	Closed - Website nicely updated with article and pictures
6	Welcome message to new members from President	CJ	8/7/23	Closed - messages sent to Bret, Peter, Elizabeth, and Barbara
7	Sip n' Serve event plan, sign-up sheet and first announcement	Kristina	8/7/23	Closed - Sign-up sheet posted, first announcement published 8/2/23, and event plan discussed at 8/7 meeting.
8	Insert scheduling software item into the next Fitness Advisory Committee meeting	CJ	9/11/23	
9	Send current master calendar to Dick for posting on IronOaksTennis.net	Rick	9/11/23	
10	Contact Jeff regarding Ironwood courts being turned on in Chelsea for October	CJ	9/11/23	
11	Have Dick post 2023-2024 IOTC master calendar	Rick	9/11/23	

Next Regularly Scheduled Meeting: Monday, September 11, 2023, at noon in the Fitness Center

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