

## **January 9, 2013 ATA Meeting**

Chugach Electric Association, 5601 Electron Drive

**Present:** Christian Dougherty, Dana Griffin, Matt Hemry, Ed Hendrickson, Jerry Kaplan, Scott Kohlhaas, Trena Rairdon, Andrea Rosenberg, Stephanie Williams, Jody Wolfe, Mona Yarnall (phone), **Guests:** Aaron Haines

President Scott Kohlhaas called the meeting to order at 6:10 pm.

**Minutes:** The Board minutes from the December 11, 2012 meeting were approved unanimously.

**President Reports** – Scott welcomed new Board of Directors. Scott moved to reimburse Stephanie for approximately \$130 in miscellaneous 2013 Red Robin Grand Prix expenses. The motion was seconded by Jerry and passed unanimously. Scott moved to amend by-laws to including a high school representative with full voting rights as member of board. During discussion, a question regarding potential impact on D&O insurance was raised. Jody will contact insurance company regarding coverage. Ed and several other members requested a written version of motion prior to voting. Motion was withdrawn with commitment from Scott to write up proposed amendment and resubmit at future meetings.

**Treasurer's Report** – Jody discussed the need to standardize accounting for expenses and the expectation of receipts for all reimbursements. Mentioned for future discussion was the need for an accounting tracking system sufficient to account for multiple funding sources and would produce reports for multiple projects.

**ATA Grand Prix** – Stephanie reported that the amount donated to the Holly Hemry Memorial Fund on behalf of the junior winners totaled \$580.00. Tournament expenses incurred were detailed and approved for reimbursement. Stephanie let the board know that Red Robin will not be sponsoring the Grand Prix tournament for 2013. Scott requested Stephanie make sure special recognition was given to Fred Rosenberg for three years of sponsorship. Future board discussion will include potential tournament sponsor(s) for 2013.

**Committee Structure** – Ed moved to adopt the Draft ATA Committee Structure provided at the December 11, 2012 meeting. Jerry seconded motion. Matt asked if the structure was constituent with by-laws. A review of by-laws indicated that the board has the authority to create stand or special committees deemed necessary. The motion was unanimously passed. Ed made a motion to adopt Committee Focus statements. The motion was seconded by Stephanie and was passed unanimously by board. Future board discussion will include the creation of a Financial Committee and establishing committee membership with ATA members.

### **Committee Reports:**

- **Facility** – Committee members met with design firm to request potential bid. Due to time constraints any bid proposal may need to be approved through email. Preliminary work on facility grants is underway with assistance from Municipality of Anchorage. Proposed facility planning called for private funding raised by ATA. So, a facility fact sheet will be developed detailing construction specifics and timelines for directors to share with ATA members and interested public.
- **Quick Start** – Andrea provided report of expenses incurred for Fall 2012 Quick Start Session. Trena asked for clarification on who is monitoring the Quick Start registrations received via email. All Quick Start registrations are being handled by Andrea. Correction to previous meeting information, the Quick Start program was offered in four schools but only operated in three because there were no registered participants in the Mountain View School. Matt asked question about overall Quick Start budget.

Andrea indicated that an annual report will be submitted at later date. Andrea also informed the directors of the liability insurance requirement for the Quick Start program. Stephanie requested a checklist of requirements to ensure things are not lost in future transition. Andrea also requested an updated Board of Directors Roster.

- **Gaming** – Jerry provided a written report. The report covered request for additional committee membership and plans to submit required paperwork to put ATA on the list of “Pick, Click, Give” organization for 2014. Jerry will also be submitting required paperwork to the MOA and SOA.
- **USTA League** – 2013 leagues are underway. Participants doubled this year with a total of ten teams in three divisions.
- **Holly Henry Fund** – Junior 2013 Red Robin Grand Prix winners donated \$580 to the fund. Current scholarship recipients have posed reimbursement questions to several directors. After discussion, reimbursement was recommendation with letter justification. Additionally, it is recommended that recipient be given clarification of reimbursement process in written form.
- **Social Networking** – Dana is researching potential website shift.
- **Membership** – Membership focus and roadmap to be drafted for next meeting. New membership must be focus of all directors.
- **Programming:**
  - **Tournament** – No current report, committee with present draft 2013 tournament schedule at next meeting
  - **Summer Programs** – Aaron Haines request ATA support for summer program. Scott made motion for the ATA to support Aaron’s program. The motion was seconded by Trena and passed unanimously.
- **Sponsorship** – No report.

**TenCap** – Initiative withdrawn

#### **Election Discussion:**

- **USTA-PNW Elections** – Clarification needed as to responsibility of ATA to vote on representative. Jerry pursuing USTA rules of representation and procedures.
- **BOD Election Structure** – Written changes provided by Jerry, discussion deferred until February 6<sup>th</sup> meeting.

#### **Old Business:**

- **Outstanding action items list** – current as of today’s meeting
- **Sponsorship form**

#### **New Business:**

- **Support of local Tennis Professionals** - ATA membership a requirement of support.

#### **Directors Action Items:**

- **One new Membership by next meeting** – assigned to all directors
- **Plaque for Fred Rosenberg** – Christian
- **Committee Reports in writing one week prior to next meeting (2/4/13)** – Committee Chairs
- **Membership roadmap for next meeting** – Scott
- **Tentative 2013 Tournament Schedule outline for next meeting** – Stephanie
- **Sponsorship Brochure to Trena** – Jerry
- **Draft motion to amend by-laws to include high school representative** – Scott

- **Copy of grant document and get status on grant check – Jody**
- **New Indoor Tennis Facility fact brochure – Ed**
- **Notice of change of officers – Trena**
- **Securing liability insurance for operation of tennis programs – Jody**
- **Updated Board of Director Roster – Trena**
- **Schedule high school courts for Aaron Haines summer program - Andrea**
- **Email to regarding open board seat - Trena**
- **Email to pros regarding membership requirements - Stephanie**

**Next Meeting:** The next meeting was scheduled for Monday, February 4, 2013 at 6:00 pm at Chugach Electric Association, 5601 Electron Drive, Anchorage, Alaska.

The meeting adjourned at 9:04 pm.