

Castlebar Tennis Club

 Committee Meeting

MINUTES – 6th February 2025

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**Present:** John Feerick, Grainne Cashin, Paul Meldrum, Alma Egan, Noreen McNamee, Fiona O’Malley, John O’Malley, Patrick Quinn, Emer Dunne

**Apologies:** James Durkan, Niamh Kilroy

**Club Meeting: AGM Plans, Storm Impact, Membership Strategy**

Club Meeting Summary

Main Topics Discussed

1. AGM Preparation

* **Date**: Scheduled for next Thursday 13th February at 7pm.
* **Notice Distribution**:
	+ Emer sent the AGM notice via email.
	+ Some members did not receive the email due to non-membership status.
	+ Alternative distribution methods considered, including WhatsApp & FaceBook reminders.
	+ A poster was created & printed, displayed on noticeboard and shared through WhatsApp.
* **AGM Agenda**:
	+ Review of the previous year’s activities and performance.
	+ Presentation of various reports:
		- **Chairperson's Report**
		- **Treasurer's Report**
		- **Coaching Report** (to be prepared by Garrett)
		- **Child Protection Report**(to be prepared by Bernie)
	+ Election of new officers.
	+ Discussion of any other business, including the club’s future direction.

2. Impact of Storms on Club Facilities

* **Dome Structures**:
	+ Current domes now withstand wind gusts up to 120 km/h, reduced from the previously stated 160 km/h.
	+ Expected to be damaged and require removal 3-4 times annually.
	+ Additional challenges:
		- Need for anchoring and potential additional membrane coverings.
		- Reliance on members to manually remove domes, making insurance and financing options unfeasible.
* **Fixed Structures**:
	+ Exploration of fixed structures as a long-term solution.
	+ **Quotes Received from CI Sprung**:
		- 2 court option: €833 + VAT
		- 4 court option: €1.28 million + VAT
	+ **Cost Comparison**:
		- Aluminium modular structures are approximately four times the cost of existing domes.
	+ **Current Status**:
		- Garrett and Rocklyn are reassessing designs to include air holes and future-proofing against storms.

3. Financial Strategies

* **AIB Loan Refinancing**:
	+ Plan to approach the credit union to refinance the existing AIB loan.
	+ Current repayment: Approximately £3,000/month.
	+ Target repayment: £1,500-£1,800/month over 10 years.
	+ Requires member approval at the AGM for new borrowings.
* **Grant for Padel**:
	+ Grant received in September with a two-year utilization window.
	+ **Decision Points**:
		- Use the grant to install Padel facilities, advancing club development.
		- Release funds back to the government to seek larger grants for a permanent structure in the future.
	+ **Considerations**:
		- Releasing the grant may affect future funding opportunities.
		- Need to consult with Alan Dillon for strategic political and funding support.

4. Car Park Issues

* **Urgency**:
	+ Current car park is overfilled, affecting court accessibility and posing safety risks with kids running across.
* **Barrier System Installation**:
	+ Proposal to install barrier systems to manage parking flow and safety.
	+ **Estimated Cost**: €15,000 – €30,000.
	+ **Funding Options**:
		- Incorporate barrier costs into the refinancing plan with the credit union.
		- Utilise sports capital grants for installation.
	+ **Impact**:
		- Potential reduction in available parking spaces.
		- Discussion on leasing advanced systems like number plate recognition for efficient management.

5. Membership Considerations

* **Membership Decline**:
	+ Total membership decreased to around 170 active members. Need to attract more/new members.
* **Pricing Strategy**:
	+ Need to adjust membership fees in the absence of the dome.
	+ **Comparative Analysis**:
		- **Claremorris**: €180 for individual membership
		- **Westport**: Similar price for individual membership.
	+ **Potential Solutions**:
		- Put question to members- Do we reduce membership fees? Then we will end up looking for funds towards permanent structure/charge to exit carpark with new barrier system? Would be like giving with one hand and taking with the other!
		- Introduce incentives for new memberships, very attractive rate for first-timers.
	+ **Discussion Points**:
		- Balancing fee reductions with maintaining financial stability.
		- Ensuring transparent communication to members about fee changes and facility limitations.

6. Coaching Management

* **Current Situation**:
	+ Loss of dome has disrupted coaching activities and revenue streams.
	+ **Coaches Involved**:
		- Garrett manages coaching schedules and payments.
		- Olwyn from sports partnership is no longer active.
* **Financial Impact**:
	+ Club retains only 10% of coaching income, leading to reduced financial gains.
* **Proposed Solutions**:
	+ Introduce an administrative role to manage coaches and memberships effectively.
	+ Develop incentive programs to encourage coaches to support membership growth and take on additional responsibilities i.e.part-time manager position similar to the role Dan had.

7. Additional Topics

* **Partnership with Sports Brand**:
	+ Interest from a head sports brand representative to partner with the club.
	+ **Proposed Activities**:
		- Racket demonstrations and sizing evenings for members.
		- Selling rackets, clothing, grips, and balls at discounted rates through club vending machines.
	+ **Benefits**:
		- Enhanced club facilities and member engagement.
		- Additional revenue streams from sales.
* **Junior Tournaments**:
	+ Scheduled junior tournaments requiring court availability on weekends (Saturdays 9am-8pm and Sundays 9am-to 6pm).
	+ **Financial Consideration**: €300 per weekend rental fee.
	+ **Concerns**:
		- Potential loss of court availability for club members.
		- Need for maintenance and cleanliness during tournament events.
		- Update: Garrett happy to leave 1 court free on these dates for members and pay €2.50 per court per hour.

Action Items

1. **AGM Preparation**
	* Finalise and distribute the AGM notice via email, WhatsApp, and printed posters.
	* Prepare and finalise the Chairperson's, Treasurer's, Coaching and Child Protection reports for AGM.
2. **Financial Refinancing**
	* Approach the credit union to negotiate the refinancing of the existing AIB loan.
	* Seek approval from AGM members and present the proposed loan terms to trustees.
3. **Grant Decision**
	* Decide whether to utilise the Padel grant for facility development or release it back to the government for larger future projects.
4. **Car Park Solutions**
	* Obtain detailed quotes for the installation of barrier systems.
	* Incorporate the cost of barrier systems into the refinancing plan.
5. **Membership Strategy**
	* Develop a revised membership pricing structure reflecting the absence of dome.
	* Propose and implement incentives for new memberships.
	* Communicate clearly with members about pricing changes and facility limitations.
6. **Coaching Management**
	* Develop an administrative role dedicated to managing coaches and memberships.
	* Create and implement incentive programs to encourage coaches to support membership growth and take on administrative tasks.
	* Re-establish or renegotiate coaching agreements to ensure better management and support for club operations.
7. **Partnership and Events**
	* Organise partnership events with the sports brand representative, including racket demonstrations and sales events.
8. **Additional Facility Improvements**
	* Plan improvements to lighting systems, considering the installation of energy-efficient LED lights and potential solar panel integration.
	* Explore options for introducing new facilities, such as mini gym or additional amenities in the shed area.
	* Ball machine demonstration session.
	* ‘Think tank’evening-members come and share ideas to help with fundraising,etc