

**MINUTES OF THE ANNUAL GENERAL MEETING of
the BARBADOS TENNIS ASSOCIATION INC (BTA)
held at the office of the Barbados Olympic Association Inc, Olympic Centre,
Garfield Sobers Sports Complex, Wildey, St Michael
on MONDAY, NOVEMBER 27, 2023 AT 6.00 PM**

Present in person were:

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| 1. Dr. Raymond Forde | 7. Mr. Tyrone Mapp |
| 2. Mr. Craig Smith | 8. Mr. Alvin Chambers |
| 3. Mr. Junior King | 9. Mr. Damien Applewhaite |
| 4. Mrs. Marie-Jeanne Symmonds | 10. Ms. Zeta Bridgeman |
| 5. Mrs. Grace Chambers | 11. Mr. Dave Layne |
| 6. Mr. Lloyd Slocombe | 12. Mrs. Suzette Slocombe |

Members represented by proxy:

Individuals:

- | | |
|----------------------------|---|
| 1. Dr. Adrian Lorde | represented by Dr. Raymond Forde |
| 2. Mr. Ian Odle | represented by Dr. Raymond Forde |
| 3. Ms. Helen Roper | represented by Dr. Raymond Forde |
| 4. Mrs. Margot Thomson | represented by Mrs. Marie-Jeanne Symmonds |
| 5. Mr. Ken Thomson | represented by Mrs. Marie-Jeanne Symmonds |
| 6. Mr. Brian Cadogan | represented by Mrs. Marie-Jeanne Symmonds |
| 7. Mr. Sheryl Peter-Kirton | represented by Mrs. Marie-Jeanne Symmonds |

Clubs: None

Excuses:

Apologies were noted for Mrs. Sheryl Peter-Kirton and Mr. Brian Cadogan.

1. CALL TO ORDER

The President, Dr. Raymond Forde, presided. A quorum having been established, he called the meeting to order at 6:15 pm and he welcomed everyone.

A moment of silence was requested for the passing of current and past members, including Mr. Roger Yarde (father of Kevin Yarde), Mr. Philip Moseley (father of Ryan & Russell Moseley), Makai Weekes (JTI student), Sunita Whitehead and Amanda Brown (both of whom had represented Barbados in tennis as juniors).

2. CONFIRMATION OF THE MINUTES OF DECEMBER 5, 2022

There were no corrections.

The Minutes of the Annual General Meeting (AGM) held on December 5, 2022 were confirmed on a proposal by Mr. Tyrone Mapp and seconded by Mrs. Grace Chambers

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3. MATTERS ARISING FROM PREVIOUS MINUTES

There were no matters arising from the previous minutes.

4. PRESIDENT'S ADDRESS AND REPORT OF COUNCIL

The President's Address for the year ended December 31, 2022 was presented by Dr. Raymond Forde, President. He noted the following:

- that at the recently ITF AGM he had learnt that tennis players live 7 years longer than average.
- That there were a few new projects in the pipeline including lighting

The Report of Council for 2022 was presented by Mrs. Marie-Jeanne Symmonds, Secretary. Copies of the reports are attached (as Appendix 1.1 & 1.2 respectively) and form part of these Minutes. It was noted that the audited Financial Statements for 2022 are also available on the BTA's web-site.

5. FINANCIAL REPORT

Mrs. Marie-Jeanne Symmonds, Chair of the Finance Committee and acting Treasurer, confirmed that the financial statements for the year ended December 31, 2022 had been audited by Mr. Roger Sparrock of RS Financial Services Inc., and that members had been advised that the statements had been posted on the Association's website for review. She added that Mr. Sparrock had expressed his willing to continue as auditor. She commenced her report by referring members to the Statement of Income and Expenditure and advised that the Association had made a surplus for the year of \$5,902 compared to the deficit of \$3,089 in 2021. She gave the following explanations for changes in the 2022 Income Statement items compared to 2021:

- i) 2022 tournament income and expenses had increased compared to 2021 as a full calendar of competition had resumed with the easing of all Covid-19 restrictions. Davis Cup ties were played against Ukraine in Turkey in March and against Ireland at home in mid-September and ITF Junior tournaments took place at the National Tennis Centre (NTC) in April and October. Several national junior teams had competed overseas and the Billie Jean King (BJK) Cup team participated in Dominican Republic in July. Other local junior and senior competitions also took place at the NTC during the year.
- ii) ITF participation fees for both the Davis and BJK Cup events and competition grants from the BOA, NSC and ASPF are included in tournament income. An overall net surplus for tournaments and team events of \$83,207 resulted in 2022, compared to a net surplus in 2021 of \$77,854. See Note 13 on page 12 for full breakdown.
- iii) Grants – an administrative subvention was received from the NSC and the BOA also provided grants towards administration and representation in 2022. Additional grants came from the ITF for JTI development and representation.
- iv) The Association was again unable to hold any fund-raising events during 2022, but did receive donations from benevolent members.

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- v) With the seven court NTC facility fully open, court rental fees grew significantly to \$57,222 in 2022 vs. \$29,647 in 2021.
- vi) Membership subscription income also increased marginally in 2022 compared to 2021.
- vii) NTC coaching programmes and activities are now detailed in Note 12 with the new Adult Tennis Initiative programme contributing significantly.
- viii) Total Wages and NIS expenses decreased in 2022, with a portion of the wages of coaches Julian Baird and Christian Maxwell being reallocated to the NTC coaching programmes. Ms. Cherise Slocombe continued as paid NTC Administrator throughout 2022.
- ix) Monthly billings for cleaning services, maintenance and gardening increased due to the reopening of the NTC and Clubhouse.
- x) The Court 1 repainting in 2022 resulted in additional expenses \$34k.
- xi) Utilities increased in 2022 due to more floodlight usage on the now seven rather than previous four courts regularly in use at night.
- xii) Administrative expenses rose in 2022 primarily due the inclusion of the salary of Ms. Cherise Slocombe our fulltime Administrator, and Mr. Damien Applewhaite as NTC Director for a full year.
- xiii) Audit fees were paid in respect of the annual audit.
- xiv) 2022 insurance expenses rose substantially due to the inclusion of the full annual premium based on the revised valuation of the expanded NTC facilities for insurance purposes.
- xv) 2022 Membership dues and Depreciation expenses were all comparable to 2021.

Mrs. Symmonds then gave the following explanations for significant changes in the 2022 Balance Sheet items compared to 2021:

- i) 2022 year-end Cash at Bank totaled \$125,873 compared to \$138,171 in 2021. Included in the cash balance are Development funds set aside from prior year Davis Cup participation fees held for specific projects, as well as other sponsorship funds deferred for dedicated junior programmes. See Notes 11 and 8.
- ii) Total cash also includes a time deposit of \$40,000 at SigniaGlobe Finance earning 1.5% pa which continues to be allocated to court repairs.
- iii) 2022 receivables relate to the late collection of grants, tournament and court rental receipts – all balances outstanding have been received in 2023. (Note 4)
- iv) Prepayments are mainly in respect of 2023 ITF membership fees paid in advance plus the BL&P security deposit. (Note 5)
- v) The building costs continue to be depreciated at 2% per annum. 19 years remain on the new lease renewed with the Ministry of Lands etc. in 2017.
- vi) All outstanding Trade Payables have been paid in 2023. (Note 7)
- vii) Unused sponsorship funds received in respect of ongoing daytime schools & other programmes continues to be treated as Deferred Income. (Note 8)
- viii) Funds held are broken down by category on Page 5.
The Development Fund established in 2019 from Davis Cup participation fees now totals \$79,432. Further funds were set aside in 2022 from Davis Cup participation and

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part of these funds were utilized in 2022 as determined by the Finance Committee. An expanded breakdown of the Development Fund can be found in Note 11. Pass through funds received from the BOA and other sponsors towards the training and competition expenses of Elite and Emerging Athletes were fully disbursed during the year.

Mrs. Symmonds thanked Mr. Sparrock for conducting the audit. She also advised that she was delighted that the vacancy for Treasurer would shortly be filled by Mr Alvin Chambers.

She concluded by asking if members had any questions regarding the 2022 Financial Statements. There were no questions.

The Financial Statements for the year ended December 31, 2022 were approved on a proposal by Mr. Junior King. and seconded by Mr. Tyrone Mapp.

6. APPOINTMENT OF AUDITOR

Mrs. Symmonds confirmed that Mr. Roger Sparrock, is the duly appointed auditor of the Company and has expressed his willingness to continue as auditor.

On a motion proposed by Mr. Damien Applewhaite and seconded by Mr. Junior King, Mr. Roger Sparrock was duly appointed as the auditor of the Company.

7. ELECTION OF OFFICERS & DIRECTORS FOR 2023-25

Dr. Raymond Forde declared vacant the offices of Vice-President (Mr. Junior King), Treasurer (vacant and previously Ms. Helen Roper), Assistant Secretary (Mrs. Sheryl Peter-Kirton), and three Councilors (Mrs. Grace Chambers and two vacant posts following early resignations of Mr. Stephen Ollivierre and Mr. Andrew Thornton).

The following nominations were confirmed:

Vice President:

Mr. Junior King was nominated for the office of Vice-President by Mrs. Grace Chambers and seconded by Mrs. Marie-Jeanne Symmonds. There being no other nominations, Mr. Junior King was duly elected as Vice President for a term of two years.

Treasurer:

Mr. Alvin Chambers was nominated for the office of Treasurer by Mrs. Marie-Jeanne Symmonds and seconded by Ms. Helen Roper. There being no other nominations, Mr. Alvin Chambers was duly elected as Treasurer for a term of two years.

Assistant Secretary:

Mrs. Sheryl Peter-Kirton was nominated for the office of Assistant Secretary by Mrs. Marie-Jeanne Symmonds and seconded by Mr. Junior King. There being no other nominations, Mrs. Sheryl Peter-Kirton was duly re-elected as Assistant Secretary for a term of two years.

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Councillors:

There was one previous nomination. Mrs. Grace Chambers was nominated by Mrs. Zeta Bridgeman and seconded by Mr. Junior King.

Nominations were taken from the floor for an additional two candidates to fill the vacant posts.

Mr. Dario Parris was nominated by Mrs. Suzette Slocombe and seconded by Mr. Craig Smith.

Mrs. Zeta Bridgeman was nominated by Mrs. Marie-Jeanne Symmonds and seconded by Mrs. Grace Chambers

There being no other nominations, Mrs. Grace Chambers, Mr. Dario Parris and Mrs. Zeta Bridgeman were duly elected as Officers & Directors for a term of two years from 2023 to 2025.

8. ANY OTHER BUSINESS

NTC activities

Mrs. Zeta Bridgeman raised the following points:

- Tent – she recommended that the tent at the entrance to the National Tennis Centre (NTC) be taken down until such time as it was replaced
- Publicity - she suggested that tournaments should be more actively promoted and advertised. She recommended getting BTA feather banners
- PR – it noted that it is important to improve the interaction and perception of the BTA, with the public

Tyrone Mapp painting

Mr Tyrone Mapp expressed concern at the lack of decor in the Clubhouse. As a token he presented the BTA with a painting to be hung at the NTC. The painting was a large oil painting of Mr. Mapp playing tennis. The President thanked him for his kind donation.

Davis Cup format change

Mr. Junior King noted that there was now a new format for playing in World Group 2 (now 2 best of 3 sets, 5 matches over 2 days).

Development Update

Mr. Applewhaite noted that the BTA had

- 2019 - Started with a road show
- 2022 – back on track
- 2023 – expanded the day-time schools' program

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The goal is to get more players in to tennis, starting with juniors at the competitive level and ultimately for the long term

Future Plans

Mr. Craig Smith noted that the BTA had future plans including holding a Futures (professional) event, to assist those transitioning out of juniors.

Mr. Smith recommended that the BTA look at setting up a Hall of Fame which should be done professionally and thereafter inducting a few esteemed former players and administrators annually.

There being no further business, Dr. Forde thanked everyone for attending. The meeting ended at 7:32 pm.

Confirmed this the 25 day of November 2024

Secretary