

SCTC Board Meeting
April 6, 2017

Present: Carrie, Lori, Ken, Laura, Roger, Helen, Bob, Jeanette, Dolores, Angela, Luzmaria

- I. Call to order
- II. USTA Tennis Service Rep for South Bay, Lucy Schermerhorn, was our guest. She handed out 2 flyers:
- III. Previous minutes
- IV. Financial Report
 - a. Mixer expenses
 - b. Website host expense
 - c. 3 transactions since last meeting. Bal. \$1,499; PayPal = \$5,600 (need to transfer \$ from PayPal, per Carrie)
 - d. Still need receipts from Jeanette/Carrie, and Lucy
- V. Membership
 - a. Angela needs to become a member
- VI. Mixer
 - a. Only 8 at the Mixer
 - b. Next April 22
- VII. USTA
 - a. Team compliance – one person played a 3.5 match without becoming a member (of SCTC). She quit the team, but need to mention to Captain that it's her responsibility to make sure each player becomes a Club member.
 - b. Helen's 7.5 combo team went to Sectionals!
- VIII. Ben Lee = CPA who works with lawyers, guest speaker re:becoming a non-profit.
 - a. Cons
 - i. Administration – tax returns (simple: 3 pages, **990ez**); free for Fed., \$10 to file CA. Send Annual Report with the tax docs. Search IRS.gov non-profits for more info.
 - ii. Keep up Bylaws – keep our in-house processes in check because anyone can ask to see our records (bylaws, minutes, financials).
 - iii. Have to have a Mission Statement (in order to receive \$) – make it concise and include how we benefit Santa Clara.

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1. i.e. PTA – Support school, students, and give scholarships
 - iv. Need to have insurance – Ben has a list of providers. Ben suggested we have insurance either way, incorporated or not.
 - v. Make sure we comply with the City requirements re:resident/non-resident.
- b. Pros
- i. Can give and receive grants and scholarships (I.e. from USTA)
 - ii. Can give tax deduction receipt for sponsors. Many will be hesitant to sponsor events without that.
 - iii. Can incorporate with the State (non-profit) = an “Association”...no Fed. Level of recognition. Conclusion: not really that helpful. At the Federal level, you have more benefits (mentioned above), but have to fill out application, and update every year (see VIII. a.i.).
- c. If we decide to go through with it, Ben volunteered to help us for free.
- d. VOTE: 9 in favor (Dolores left before the vote); 0 opposed; 1 abstained.
- IX. Other Business
- a. Luzmaria – re: signs that have not weathered well. Roger will get a bid for new signs using new logo. Will email bid, and we can vote via email.
 - b. Luz has exhausted her search for the Bulletin Board key. Conclusion: there are no keys. She is looking into having keys made (3 copies). VOTE: 10 in favor of spending up to \$20 for new keys.

Meeting adjourned.

