



Credit Valley Tennis Club
2025 Annual General Meeting Minutes
Sunday, November 30, 2025
Huron Park Recreation Centre (Ojibway Room)

AGENDA	SPEAKER
Welcome	Tara Marchelewicz
Call to Order – Quorum & Proxies	Chiara Di Lorenzo / Tara Marchelewicz
Approval of 2024 AGM Minutes	Chiara Di Lorenzo / Tara Marchelewicz
President's Report	Tara Marchelewicz
Membership Report	John Leonard
Surveys	Ammar Ahmad
Club Website Refresh	Anastasia Karpacheva
Financial Report	Eneas Silva
Socials	Mark Chandy
Teams & Tournaments	George Virich
Facilities & Capital Projects	Les Banski
Questions from Members	Chiara Di Lorenzo
Nominations/Elections	Chiara Di Lorenzo
Adjournment	Tara Marchelewicz

Call to Order

Chiara Di Lorenzo, Secretary of the Executive Board, called the 2025 Annual General Meeting to order at 4:02 PM.

- Notice of the meeting was sent out via Jeggysoft on October 30, 2025.
- There were 12 members in attendance and 16 proxies received, confirming quorum.

Housekeeping Rules

- Members are encouraged to ask questions during designated Q&A sessions.
- Raise hand and state full name before speaking.
- Questions should be relevant to the agenda.
- Time limit of one minute per question/comment for clarification following each presentation and two minutes during the Q&A session.
- Respectful communication is expected.
- Refrain from confrontational or dismissive language.
- A vote was held to adopt the meeting guidelines, which were approved.

Approval of 2024 AGM Minutes

- No questions, comments or proposed amendments.
- Michael Senn motioned to approve the minutes, seconded by Pawel Kapa.
- The motion carried.

President's Report (Tara Marchelewicz)

- Gratitude extended to the executive team for their dedication.
- The club opened in early May and remained open until the first weeks of November due to favorable weather and planning.
- Renovated basement change rooms were completed in time for opening.
- The Credit Valley website was upgraded.
- Financial health remains strong despite increased expenditures.
- Updates were made to governing documents, policies, and procedures, presented at a special meeting on May 26, 2025.
- Bylaw section amendments were approved, clarifying the fiscal year end, membership status, complaint resolution process, and proxy voting.
- Member surveys were sent out, and changes were made to court booking rules based on feedback.
- Thanks to Petya Marinova (Tennis Director and Club Manager), member volunteers, court monitors, court maintenance staff, Danielle Over, and Michael Senn.

Membership Report (John Leonard)

NUMBER OF MEMBERS		
2025	2024	2023
717	726	782

REVENUE (tax included)		
2025	2024	2023
\$185,750.00	\$162,384.96	\$170,910.00

GUEST FEES		
2025	2024	2023
\$4,495.00	\$5100.00	\$3960.00

RENEWAL	
Renewed	516
Not Renewed	210
New Members	201

RESIDENCE	
Mississauga	551
Other	166

MEMBERSHIP BREAKDOWN	
Adult	394
Family	74
Couple	106
Young Adult	21
Junior	43
Young Junior	79

MEMBERS BY AGE	
Under 12	95
12-17	59
18-24	19
25-34	97
35-44	116
45-54	107
55-64	118
65+	102
AVERAGE AGE	37

- 717 members this year, 726 last year.
- Total revenue was \$185,750.
- Guest fees totaled \$4,495.00, with approximately 280 guests.
- 516 renewals, 210 new members.
- Approximately 80% are Mississauga residents.
- Average member age is 37 (38 last year).

Member Surveys (Ammar Ahmad)

- In General, feedback was mostly positive.
- A mid-season survey focused on soliciting feedback on court booking rule changes implemented at the start of the season.
- A year-end survey covered overall satisfaction around the club, club amenities, court conditions, and membership renewal.

June Court Booking Survey Results:

1 and 2 Hour Booking Options:

- 64% of respondents reported being satisfied and very satisfied
- 19% reported neutral
- 17% were disappointed or very disappointed

3-Hour Same Day Booking Rule

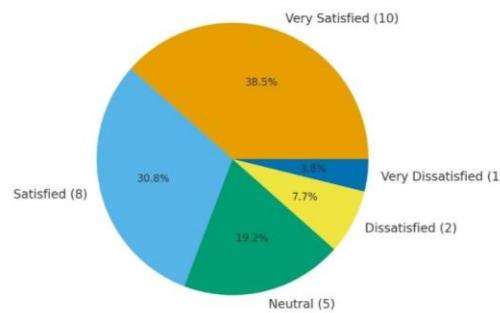
Survey results regarding the 3-hour same day booking window showed:

- 54% of respondents were satisfied or very satisfied
- 18% were neutral
- 28% were dissatisfied or very dissatisfied

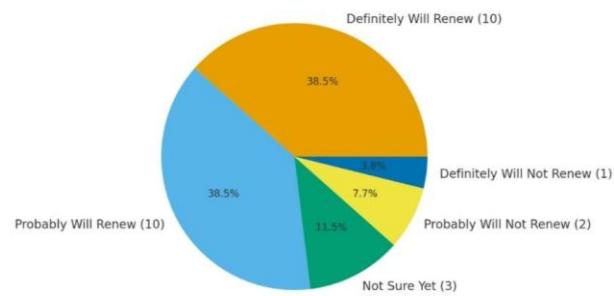
Results: We replaced the 3 hour rule with a same-day only booking system beginning at 7:00 a.m.

Year- End Survey Results:

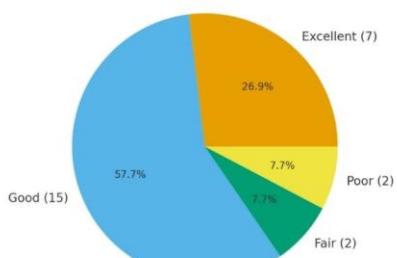
Overall Satisfaction with Club Experience — 2025 Season



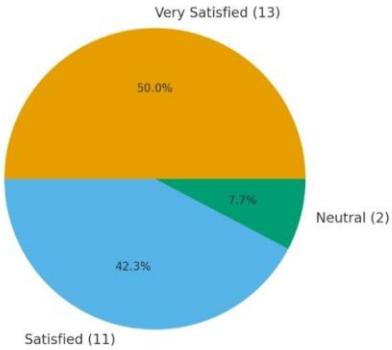
How Likely Are You to Renew Your Membership Next Year?



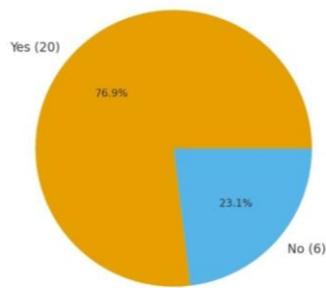
How Would You Rate the Condition of the Clay Courts This Season?



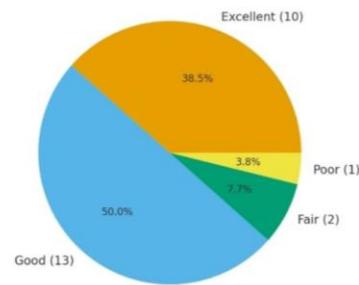
How satisfied were you with the Clubhouse & Ammenities?



Did You Feel the Club Provided Enough Court Availability?



How Would You Rate the Club's Communication? (Emails, Website Notices, Social Media)



We were excited this year to enhance member benefits by **increasing the allocation to 10 guest passes per member**, allowing more opportunities to share the club experience with friends and family.

- The Board thanks everyone for participating and encouraged continued participation for continuous improvement.
- The survey provides a "symbiotic relationship" between members and the board, giving insight on where to focus efforts.

Club Website Refresh (Anastasia Karpacheva)

- Under Anastasia's leadership, the club website was refreshed to reflect up-to-date communication, scheduling, media, and an extensive FAQ page.
- The club website is a main touchpoint for current and prospective members.

Financial Overview (Eneas Silva)

- Slides will cover income breakdown, expense breakdown, balance sheet, and cash flow.
- Income was comparable to last year.
- Without the renovation expenses, the profit would have been aligned with last year.
- Tournament revenue was higher this year.

Statement of Activity: Profit and Loss

- Income from membership was maintained at the same level as the previous year, despite having fewer members.
- Expenses increased significantly from \$169,000 to \$254,000 due to basement renovations.

Credit Valley Lawn Tennis Club

January 1 - October 31, 2025

Distribution account	Total	
	Jan / Oct 2025	Jan / Oct 2024
Income		
Total for Income	\$217,458.51	\$210,770.72
Gross Profit	\$217,458.51	\$210,770.72
Expenses		
Total for Expenses	\$254,928.46	\$169,595.19
Other Income		
Total for Other Income	\$85.71	\$1,247.38
Other Expenses		
Total for Other Expenses	\$1,548.86	\$2,061.14
Profit	-\$38,933.10	\$40,361.77

Statement of Activity: Comparison Summary

- The following slide compares financials with the entire previous year, not just up to October.
- The trends from January to October are consistent when adding the last two months of the year due to limited activity in November and December.

	Jan / Oct 2025	Jan / Oct 2024	% Change	Jan / Dec 2024	% Change
Income					
Total for Income	\$217,458.51	\$210,770.72	3%	\$213,392.69	2%
Gross Profit	\$217,458.51	\$210,770.72	0%	\$213,392.69	0%
Expenses					
Total for Expenses	\$254,928.46	\$169,595.19	50%	\$198,214.31	29%
Other Income					
Total for Other Income	\$85.71	\$1,247.38	-93%	\$1,431.71	-94%
Other Expenses					
Total for Other Expenses	\$1,548.86	\$2,061.14	-25%	\$2,275.08	-32%
Profit	-\$38,933.10	\$40,361.77	-196%	\$14,335.01	-372%

Statement of Activity: Income Details

Credit Valley Lawn Tennis Club - Jan.1 - Oct.31, 2025

Account Description	Total
Income	
4000 CVTC - Membership Income	148,744.68
4005 CVTC - Misc. Income	7,093.04
4010 CVTC - Programs Income	10,421.29
4015 CVTC - OTA Junior Tournament Income	4,141.55
4017 CVTC - ITF Tournament Income	30,048.04
4018 CVTC - OTA 5.0 Tournament	4,101.57
4020 CVTC - City Reimbursement of expenses	10,000.00
4055 CVTC - Interest Rate Income	2,142.34
4098 Income VISA points - fees rebate	766.00
Total for Income	\$217,458.51
Gross Profit	\$217,458.51

Statement of Activity: Expense Details

Expenses	
5000 CVTC - Bank charges	834.50
5005 CVTC - Bambora Payment Processing	5,459.86
5010 CVTC - Annual Court Preparation Expense	\$24,066.11
5015 CVTC - Association Fees	2,990.00
5020 CVTC - Clubhouse Maintenance	\$11,274.43
5022 CVTC - Labor - court maintenance and ambassador	\$33,558.21
5035 CVTC - Pro Salary	47,374.75
5040 CVTC - Programs	1,324.04
5045 CVTC - Social and Community	\$3,218.59
5050 CVTC - Software	4,607.79
5055 CVTC - Split of Tournament Net Income Current Year	9,960.86
5060 CVTC - OTA Tournament Costs	\$3,766.32
5062 CVTC - ITF Tournament Expense	13,746.77
5070 CVTC - General Administrative Expenses	\$3,893.36
5080 CVTC - Utilities	12,472.73
5100 CVTC - Professional and Legal Services	\$233.50
5900 CVTC Capital Expenditure Plan (5-year plan)	76,146.64
Total for Expenses	\$254,928.46
Other Income	
4200 CVTC - Merchandise Sale Income	85.71
Total for Other Income	\$85.71
Other Expenses	
5085 CVTC - Refunds of memberships and fobs	1,070.80
7000 CVTC - Merchandise site monthly fee	408.00
7010 CVTC - Merchandise manufacturing costs	70.06
Total for Other Expenses	\$1,548.86
Profit	-\$38,933.10

Capital Expenses

- \$76,000 was spent on capital expenses in 2025
- Expenses included replacing a computer and monitor, as well as renovations.

Financial Position

- The cash balance dropped from \$170,000 last year to \$150,000 this year, requiring a withdrawal from the GIC to cover renovation costs.
- Renovation expenses totaled \$97,000 overall

Statement of Financial Position **Credit Valley Lawn Tennis Club** **As of October 31, 2025**

Distribution account	Total		
	As of October 31, 2025	As of December 31, 2024	% Change
Assets			
Current Assets			
Cash and Cash Equivalent			
1000 Main Chequing	93,893.79	36,436.75	158%
1005 TD Locked Savings	6,009.13	6,043.81	-1%
Total for GICs	\$50,892.11	\$125,564.09	-79%
Total for Cash and Cash Equivalent	\$150,891.15	\$170,070.11	-11%
Accounts Receivable			
4099 CVTC - Accounts Receivable (A/R)	0.00	0.00	
Total for Accounts Receivable	\$0.00	\$0.00	
Total for Current Assets	\$150,891.15	\$170,070.11	-11%
Total for Assets	\$150,891.15	\$170,070.11	-11%
Liabilities and Equity			
Liabilities			
Current Liabilities			
Accounts Payable			
2000 Accounts Payable (A/P)	0.00	5,085.00	-100%
Total for Accounts Payable	\$0.00	\$5,085.00	-100%
Credit Cards			
Total for Credit Cards	\$1,454.23	\$1,208.35	20%
2001 Accrued Liabilities	19,235.24		
2500 HST Payable	0.00	2,565.04	-100%
GST/HST Payable	-843.07		
Payroll Liabilities	13,313.81		
Total for Current Liabilities	\$33,160.21	\$8,858.39	274%
Total for Liabilities	\$33,160.21	\$8,858.39	274%
Equity			
Total for Equity	\$117,730.94	\$161,211.72	-27%
Total for Liabilities and Equity	\$150,891.15	\$170,070.11	-11%
	\$150,891.15	\$170,070.11	

Statement of Cash Flows
Credit Valley Lawn Tennis Club
Jan. 1 - Oct. 31, 2025

Full name	Total
Cash flows from operating activities	
Net Income	-38,933.10
Adjustments for non-cash income and expenses:	
1605 Interest Receivable - GIC's	1,645.46
2000 Accounts Payable (A/P)	-5,085.00
2001 Accrued Liabilities	19,235.24
2006 VISA Credit Card - Facilities - Les	-1,140.27
2008 VISA Credit Card - Treasurer	1,112.31
2009 New VISA March 2025 - Facilities	-124.92
2101 RBC MC Master Card	398.76
2500 HST Payable	-2,565.04
GST/HST Payable	-843.07
Payroll Liabilities	13,313.81
Prepaid expenses	283.88
Uncategorized Asset	0.00
Total for Adjustments for non-cash income and expenses:	\$26,231.16
Net cash from operating activities	-\$12,701.94
Cash flows from investing activities	
Cash flows from financing activities	
3999 Net Assets	1,222.32
Retained Earnings	-5,770.00
Net cash used in financing activities	-\$4,547.68
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	-\$17,249.62
Cash and cash equivalents at beginning of year	\$168,044.65
CASH AND CASH EQUIVALENTS AT END OF YEAR	\$150,795.03

Audit vs. Review Engagement Proposal

- By law, the club is not required to be audited due to being below the revenue threshold and not receiving grants (except for expense reimbursement from the city for clay replenishment).
- In 2022 & 2024, the club underwent a full review, which is more extensive and expensive than a basic audit.
- This included providing member lists, membership types, insurance details, meeting minutes, and internal process descriptions.
- A "review engagement" is proposed for 2026, which includes:
 - Checking receipts and contracts.
 - Reviewing journal entries, T4s, and bank statements.
 - Accessing the accounting software (QuickBooks Online).
 - Issuing financial statements.

Social Media and Events (Mark Chandy)

- The opening and closing barbecues were popular events.
- The House League had 90 members from 4 teams.
- Mixed Run Robins were held on Monday and Friday mornings from 11am to 1pm.
- The Club Championship had a record number of participants, and a Junior and Beginner Club Championship were introduced.
- There was a surge in participation in women's events.

Teams and Tournaments (George Virich)

- Teams: B team, 2 C teams, and a 55+ team.
- Thanks to the captains: Karan, Kevin, Bhavik, Raquel, Andrew, Mark, Les, and Vicky.

Team Achievements

- 55+ team: first place.
- C1 team: first place.
- B team: second place.
- C2 team: third place.
- C1 team mixed: finalists at Sobeys Stadium (ICTA Championships).
- Tournaments: 2 adult OTA tournaments, 2 junior tournaments, and 1 ITF tournament.

ITF Tournament

- Highest attendance ever: over 235 competitors, all age groups represented (30s to 70s, oldest was 75+).
- Sponsors: Tennis Canada, OTA supporters, Tourism Mississauga, Aurum, Barry Gorman & Suzanne Senst
- Aurum provided a discount on participant and volunteer shirts.
- Volunteers: Sons and daughters of members helped with court maintenance.
- Live score updates on the clubhouse screen, a "nation's first."
- Social event: excellent tennis competition, snacks, rehydration, champagne fountain, popcorn stand, 2 food trucks (Food Dudes for savories, another for sweet crepes), merchandise stands, and a tent.
- Preparation: Chiara, Tara, and Les ensured timely supply of food and drinks.
- Club members: Some members did very well in the tournament.

OTA Tournaments

- Excellent attendance and participation by club members.
- Provided support for youth development and tennis.

Conclusion

- Club maintains strong teams across all categories.
- ITF tournament was "one of the better, if not the best tournament in the country" and a "real role model" for other clubs.

Facilities and Capital Projects (Les Banski)

- The weather was great, and there were many hours available to play tennis.
- Courts were in some of the best conditions ever, struggled with a few challenges such as court drainage.
- Courts were closed only a "handful of times" on a full-day basis.

5 Year Plan

- The 5-year plan was an ongoing initiative set up in 2022.

Accomplished so far:

- Staffing adjustments to meet court needs.
- Net posts replaced in 2023.
- Basement renovation completed in Spring 2025.
- Furniture replacement is ongoing.
- The document will be upgraded annually to reflect member and facility needs.

Basement Renovation

- Very happy with the new basement.
- Contractors were excellent and provided "a lot of freebies".

Gardens and Volunteers

- The club's gardens enhance the membership experience.
- Danielle Over and her volunteer crew are responsible for the gardens.
- Beth Butcher and Shirley Kwan were thanked for their help while Danielle was away.
- Appreciation was expressed for all volunteers who assisted with spring opening and fall closing.

Court Safety and Lighting

- *Sprinkler heads as a trip hazard:*
 - Consulted with Angus Engineering and Topspin who provided solutions, but elevating the heads was deemed another hazard along with being too expensive.
 - Real fix would be an in-ground sprinkler systems are too expensive without a full court renovation.
- *Court lighting*
 - changes were implemented due to neighbor complaints about brightness after 10 PM.
 - Councilor Dipika Damerla mediated meetings with neighbors that were complaining, Parks and Recreation, and the city electrician.
 - Even though the facility is allowed to play until/officially shut down at 11 PM, the issue is that we need to prepare the courts for nightly watering, prior to 11 PM
 - Came up with a plan that segregated the lighting switches
 - New timers were installed by the city electrician that automatically reduce lighting to 27% at 10 PM (maintenance mode) then at 11 PM the lights go out 100%.

Club Manager's Report (Petya Marinova)

- Appreciation was expressed for members, volunteers, and the executive team.
- The collective effort makes Credit Valley a great club.
- The club offers a balance of organized activity and individual play.
- Credit Valley leans towards member bookings more than organized activity.
- Court maintenance is ongoing with hired staff and club monitors.
- The club opens quickly after rain due to maintenance efforts.
- Adult and junior lessons are available.
- Balancing tournaments and member court access is an ongoing discussion.

Importance of Tournaments and Organized Activities

- Tournaments and organized activities are a vital part of a community club.
- Organized activities bring people together and encourage social connection.

Booking Data

- Member bookings: 6,897 hours.
- Club bookings: 25 hours (open houses and events).
- House league: 315 hours (higher than last year due to fewer rain outs).
- Teens: 454 hours (includes St. Martin High School usage during the day for practices, tryouts, and gym classes).
- Round Robins: 698 hours (more during non-prime time).
- Club championships: 264 hours (members only).
- Lessons: 1042 hours.
- Summer camps: Grew this year, used 3 courts.
- Tournaments: 840 hours (slightly higher than last year, extra day added due to ITF popularity).

Comparison of Member Bookings to Tournaments

- 89.1% of booked courts were occupied by member bookings.
- 10.9% of booked courts were used for tournaments.

Court Availability Breakdown

- 52% of courts were booked by members.
- Almost 41% of courts were open and available but not booked.
- 6.4% of courts were used for tournaments.

Member Bookings vs. Organized Activities

- 23% of bookings were for organized activities (round robins, house leagues, tournaments, lessons).

Member Bookings vs. Other Categories

- Member bookings were higher than any other category (maintenance, inclement weather).
- Maintenance: Did not include watering, only booked courts outside watering hours for repairs.

Prime-Time Court Usage

- Total available prime time hours: 5309 hours.
- Available prime time hours for members to book: 3653 hours.
- Round robins during prime time: 104 hours.
- Tournaments during prime time: 209 hours (OTA tournaments booked from 2 pm to avoid morning prime time).
- Club championships during prime time: 264 hours.
- Lessons: 60-70% happen during non-prime time.
- Available courts for members during prime time is closer to 4,500 hours.
- Available courts for members was still a much higher number than perceived.
- 5,000 hours were unutilized.

Court Booking Statistics

- 102 members have booked zero hours on the court.
- Some are juniors who are required to be members to take lessons.
- Some are adult members who joined just to take lessons (unfortunately does not show as a booking)
- Some people played only in the house league, others play on teams or in tournaments and become members to participate.
- 240 people have booked 5 hours or less.
- 343 people have booked 10 hours or less.
- 495 (over half of our membership) have played 24 hours or less (less than once a week).
- 222 members play 25 hours or more (play once a week).
- 123 members play 50 hours or more.
- 25 members play 100 hours or more.
- The top booker at the club averages 1 hour a day from the time the club opens to the time the club closes.
- Acknowledges the executive's difficult task creating rules for equal access and opportunity.
- Despite potential dislike of some rules, the goal is to "do the best that we can for everybody across the board".

Question & Answer Period

No additional questions brought forward to the Board.

Executive Board Nominations

We did not receive any new nominations for the Executive Board. Therefore, there will be no election held this year.

Motion to adjourn the meeting. Motion: Candida Fridman Second: Pawel Kapa

Meeting adjourned at 5:09 p.m.