

Executive Session Minutes  
January 16, 2023

Board Attendees: Sheryl Tschetter, President  
Martha Widgen, Treasurer  
Gail Fitzmaurice, Secretary  
Michael Sacks, Director, Membership  
Deb Campbell, Director, Tennis Ambassadors

Board Absences: Cindy Good, Past President  
Tom Wright, Vice President  
Greg Pavan, Director, Ombudsman, Bucket Brigade  
Diane Dowling, Director, Events

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**Call to Order: Sheryl Tschetter**

Sheryl Tschetter called the meeting to order at 6:02PM and Gail Fitzmaurice determined that a quorum of the Board was present.

Sheryl asked the Board for approval to revise the agenda for the meeting to review a request from Martha Widgen who had discovered a few, small items which had not been accounted for in the December 2022 Treasurer's Report. The revised agenda was approved by the Board members.

**Review SCTA Policies and Procedures Manual: Sheryl Tschetter**

Sheryl reviewed and responded to the attending Board members' suggestions regarding format, consistency, and grammar. Sheryl advised the last 8 pages of the document had been edited after the version she had last sent to the Board; therefore, she will send these pages on 1/17/23 for the Board's review and response due by 1/17/23. A revised complete draft will be forthcoming to address suggestions as discussed in tonight's meeting. Once the document is in final form, it will be distributed to the Board for an electronic vote.

**Membership Directory: Michael Sacks**

After discussion by the Board on whether to print an updated directory for 2023 or issue an electronic addendum to the directory and wait until 2024 to print a new directory, Michael made a motion to print an updated directory this year and the Board voted its approval

**December Treasurer's Report: Martha Widgen**

Martha discovered that \$24.30 for the cost of checks and \$6 for a bank service fee had not been included in the December report, and the report also needed a \$.05 addition (beginning

balance correction). It was agreed that an Amended report will be issued for December 2022 and presented to the Board at the February Board meeting.

Motion to adjourn: Sheryl Tschetter

Meeting adjourned: 8:07PM