



TENNIS BC 2017 ANNUAL GENERAL MEETING NOTICE

SATURDAY, SEPTEMBER 30, 2017

10:00AM - 12:00PM

SHAUGHNESSY GOLF AND COUNTRY CLUB

4300 SW Marine Drive | Vancouver, BC V6N 4A6

2017 TENNIS BC ANNUAL GENERAL MEETING



TABLE OF CONTENTS

1. Notice of Annual General Meeting
2. AGM Proposed Agenda
3. Nomination Report
4. Auditor's Report on 2016/17 Financial Statement
5. 2018 Proposed Membership Fees
6. Proxy Form



July 31, 2017

NOTICE OF ANNUAL GENERAL MEETING

Attention: President/General Manager

In accordance with the by-laws of Tennis British Columbia, please accept this document as a formal notice to the membership that the next Annual General Meeting (AGM) of the society shall take place as follows:

Date: Saturday, September 30, 2017

Time: 10:00 am - 12 noon (followed by a light lunch)

Location: Shaughnessy Golf and Country Club, 4300 SW Marine Drive, Vancouver, BC

Dress code: Guests are expected to wear tidy and appropriate attire for a private golf and country club. Please see www.shaughnessy.org/dress-code

Cell phones: Cell phones are not to be used anywhere on the Club Property

A finalized agenda for the order of business to be conducted at the Annual General Meeting will be made available in mid-September and posted at www.tennisbc.org, Tennis BC's website. The audited financial statements for the fiscal year ending March 31, 2017 will be presented at the meeting in addition to a number of member-related reports.

Please take the time to review the enclosed information carefully and plan on attending or have your organization represented by one of your executives. We value your membership with our organization and appreciate your comments and ideas. If you have any presentation ideas or topics, please contact us so that they can be added to the agenda topics to be discussed at the end of the business meeting.

Please **RSVP** to Ana-Maria Enescu at aenescu@tennisbc.org or call 604-737-3086 ext. 8 by **September 21, 2017**.

Yours truly,

Rick Hastings
PRESIDENT, TENNIS BC

2017 TENNIS BC ANNUAL GENERAL MEETING



PROPOSED AGENDA

September 30, 2017

10:00am to 12:00pm, lunch to follow

Shaughnessy Golf and Country Club
4300 SW Marine Drive, Vancouver, BC

- | | |
|---------------------------|--|
| 10:00 am | Member Registration |
| 10:30 am | Annual General Meeting |
| | Welcome and Introductions |
| | Speaker – Mr. Michael Downie, CEO Tennis Canada |
| | President's Remarks |
| | Formalities |
| | <ul style="list-style-type: none">• Registration and Proxies• Notice of Meeting• Scrutineer's Report• Minutes of Last Meeting |
| | Reports |
| | <ul style="list-style-type: none">• President's Report• Chief Executive Officer's Report• Membership Report• 2018 Membership Proposed Fees• Treasurer's Report and Appointment of Auditors• Nominating Committee Report |
| | Election of Directors |
| | New/Other Business |
| 12:00 pm - 1:00 pm | Member Awards and Lunch served |



To: Tennis British Columbia Voting Members
From: Tennis British Columbia Nominating Committee
Date: July 1, 2017
Subject: Nominations for the Tennis BC Board of Directors at the September 30, 2017 Annual General Meeting

The following will describe the Board's responsibilities, director's term, nomination process and the biographies of the three Nominees the committee is recommending to the membership. Tennis BC is fortunate to be rich with talented, committed and passionate people to develop and govern the sport. The nominations committee worked hard to engage our members in the nomination process and we were rewarded with six expressions of interest from very qualified individuals. We thank all of those who expressed interest in the board.

BOARD

The affairs of the Society shall be managed by a Board of Directors, which shall be composed of the nine Directors elected at the annual general meeting and, ex officio, the immediate Past President, if not currently a director.

At the first meeting of the Board following the enactment of these By-Laws, the Members of the Board shall choose from amongst themselves five Officers and four Directors-At-Large. At each subsequent meeting of the Board immediately following the annual general meeting, the Members of the Board shall choose from amongst themselves as many Officers and Directors-at-Large as is necessary to maintain the numbers at the five and four, respectively.

TERM

At the general meeting approving the enactment of this By-Law, three Directors shall be elected for a term of one year; three Directors shall be elected for a term of two years; and three Directors shall be elected for a term of three years. At each subsequent annual general meeting, three Directors shall be elected for a term of three years.

NOMINATIONS

There shall be a nominating committee consisting of those Directors whose term does not expire at the upcoming annual general meeting and the immediate Past President who shall be Chair. The nominating committee shall, 60 days prior to the annual general meeting, nominate persons to stand for election to the Board at the next annual general meeting.

By notice to the Society given 45 days prior to the annual general meeting, any Voting Member may nominate candidates for the positions of Director.

A list of the nominations together with a statement of the present occupation and employment of each nominee and the offices or positions held by that nominee in tennis organizations during the preceding five years, shall accompany the notice calling the annual general meeting.

The three-year terms are as a result of the normal rotation of terms for Directors as set out in Tennis BC's by-laws.

CANDIDATES

Tennis BC is fortunate to have had six expressions of interest from very qualified people. Each person had a personal conversation with the nominations committee and each person expressed interest in working with Tennis BC in a range of roles. The nominees were unanimously chosen as having the skills, background and knowledge that will compliment the existing directors and continue the growth of Tennis BC. These individuals will enable the Tennis BC Board to make key strategic decisions on your behalf and inspire tennis in our communities.

RESPECTFULLY SUBMITTED BY THE NOMINATION COMMITTEE

Roger Skillings (Chair)
Rick Hastings
Mark Braidwood
Patrick Caffrey
Yevgeniy Meshcherekov
Denise Wong
Graeme White

TENNIS BC

204-210 West Broadway, Vancouver, BC V5Y 3W2
Phone: 604 737 3086 Fax: 604 737 3124
E-Mail: tbc@tennisbc.org
www.tennisbc.org

TENNIS BC 2018 BOARD OF DIRECTOR NOMINEES



We wish to confirm the following nominees for election to the Board of Tennis BC at the upcoming Annual General Meeting September 30, 2017 each for a three-year term.

KAREN CLARKE

Karen is a Tennis Canada Certified Instructor and a member of the Tennis Professionals Association. She is also a member of the International Association of Coaches, and the International Women's Leadership Association. Karen is a certified Professional Life Coach, and she has been teaching and coaching adults for nearly 30 years.

As a volunteer, Karen has sat on numerous boards including the Vancouver Island Tennis Association (now SITA), the South Cowichan Lawn Tennis Club, and more recently, the Bear Mountain Tennis Advisory Board. She has been Tournament Director at over 30 tournaments during the past 20 years, including the Western Canadian Senior Indoor Championships, for which she won Tennis Canada's Excellence Award for Event of the Year in 2015.

As a player, Karen has held top rankings in singles, doubles, and mixed over the past 15 years. She holds 2 National Doubles Titles, and she has competed for Canada in 6 World Championships. In summer 2017, Karen will be competing on the Canadian Lawn Tennis Team in the U.K. against Great Britain and South Africa.

Karen continues to be a strong advocate for seniors tennis in the province and an excellent role model for the sport for life philosophy.

JUSTIN KATES

Justin Kates is a partner at DuMoulin Black LLP, with a law practice in the areas of securities, corporate finance, mergers and acquisitions, and corporate and commercial law.

Justin works with clients in technology, life sciences, food & beverage, and natural resources. Justin is a director of various public companies and also sits on the finance committee of a charitable organization in support of youth athletics.

Justin attended WMU on an NCAA division 1 tennis scholarship and also served as assistant coach after graduation. Justin has held an ATP world ranking and is consistently ranked amongst the top open players in B.C.

TENNIS BC 2018 BOARD OF DIRECTOR NOMINEES CONT'D



WINSTON PAIN

Winston resides in Salmon Arm, BC and spent 26 years in the Insurance business until 2013 when he and his partner sold two brokerage offices to Johnston Meier Insurance Group.

Currently, he co-owns commercial real estate and has served on numerous non-profit boards, including Chairing the Shuswap Trail Alliance, Salmon Arm Downtown Association, Downtown Activity Centre, Downtown Revitalization Committee, and sitting as a Director of Salmon Arm Economic Development Society, Insurance Brokers Association of BC, and the Salmon Arm Tennis Club.

Winston has a Bachelor of Arts from the University of Western Ontario and obtained designations from the Canadian Accredited Insurance Broker(CAIB) and Chartered Life Underwriters (CLU) programs. He has been on the Tennis BC Board since 2013 and currently sits as 1st Vice President.

His background in tennis includes playing junior tournament in the late 1970's and coaching at the All Canadian Tennis Academy from 1984-1987 in London, Ontario. Winston is a member of the Tennis Professional Association (TPA) and volunteers to help coach at the Salmon Arm Tennis Club. He has organized events such as the Salmon Arm Tennis Club Open and Closed tournaments, and the Miele Team Tennis Interior of BC playdowns. He is Co-Chair of the Salmon Arm Indoor Tennis Building Committee and Chairperson of the recently formed Facilities Committee with Tennis BC to create resources and information for member clubs to access related to the planning and construction of new courts in BC.

TENNIS BC 2016/17 INDEPENDENT AUDITOR'S REPORT



INDEPENDENT AUDITOR'S REPORT

To the Members of
Tennis BC

Report on the Financial Statements

We have audited the accompanying financial statements of Tennis BC which comprise the statement of financial position as at March 31, 2017 and the statements of changes in net assets, operations and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Association's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained in our audit is sufficient and appropriate to provide a basis for our unqualified audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Tennis BC as at March 31, 2017, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Report on Other Legal and Regulatory Requirements

As required by the British Columbia Societies Act, we report that the accounting principles used in these financial statements have been applied on a basis consistent with that of the preceding year.

The comparative figures for the year ended March 31, 2016 were reported on by another firm of chartered professional accountants who expressed a unqualified opinion thereon in their report dated June 22, 2016.

Joseph Wozny, Miller & Co.

Vancouver, Canada
June 17, 2017

Chartered Professional Accountants

TENNIS BC PROPOSED 2018/19 MEMBERSHIP FEE STRUCTURE



Tennis BC has completed the review process of our Membership Program which will be reported on at the AGM. Thank you for your continued support of Tennis BC.

The proposed 2018 membership fee structure includes an approximate 2% cost of living increase, rounded up to the next \$.50. We value your participation in inspiring and increasing the opportunities to participate in tennis throughout British Columbia.

A. FULL CLUB MEMBERSHIP

This is a full club membership for all members of a club plus the facility based on a charge of \$22.00 per adult shown on the membership roster (members' children are included at no additional charge).

Pay the lesser of:

i.) \$22 per adult shown on the membership roster	# of members _____ x	\$22.00 =	
ii.) Maximum based on 60 members per court	# of courts _____ x 60 x	\$22.00 =	
iii.) Maximum based on 500 members	500 x	\$22.00 =	\$11,000.00

TOTAL FEE = _____ Less 5% discount (if applicable) = _____

SUBTOTAL = _____ Add 5% GST = _____ TOTAL = _____

B. FACILITY CLUB MEMBERSHIP

This is a club membership for the facility. Members of the club pay individual Tennis BC membership fees.

Indoor Courts	# of courts _____ x	\$372.00 per court =	
Outdoor Courts	# of courts _____ x	\$153.00 per court =	

SUBTOTAL = _____ Add 5% GST = _____ TOTAL = _____

C. RECREATIONAL MEMBERSHIP

Indoor Courts	# of courts _____ x	\$190.00 per court =	
Outdoor Courts		\$200.00 for all courts =	

SUBTOTAL = _____ Add 5% GST = _____ TOTAL = _____

D. RECOGNIZED REGIONAL TENNIS ASSOCIATION MEMBERSHIP

All Courts Annual Fee = \$200.00 Add 5% GST = _____ TOTAL = \$ _____

E. INDIVIDUAL MEMBERSHIP

Individual (including GST) = \$49.00

Junior (including GST) = \$28.50

TENNIS BC 2017 ANNUAL GENERAL MEETING PROXY FORM



The undersigned, representing a Full/Facility Club Member of Tennis British Columbia, hereby assign our vote to Rick Hastings, President of Tennis BC or to _____, a member of an organization which maintains membership with Tennis British Columbia, as Proxy Holder to vote on our behalf on all matters pertaining to the Annual General Meeting of Tennis BC to be held on the 30th day of September, 2017 at 10:00am at the Shaughnessy Golf and Country Club located at 4300 SW Marine Drive, Vancouver, BC V6N 4A6 (see regulations below).

Signed this _____ day of _____, 2017

Club Name: _____

Name of President Signing for Club

Signature of President Signing for Club

PROXY REGULATIONS

1. Only those members who have paid 2017 Full/Facility membership fees in full shall be entitled to vote at the Annual General Meeting.
2. A member must be in good standing at the time of the Annual General Meeting to be eligible to vote.
3. A member who is entitled to vote at an Annual General Meeting has the right to vote in person or by proxy in accordance with By Law III.B.5.
4. It is the responsibility of the Member wishing to assign their proxy (the "Appointer") to find a member of an organization which maintains membership with Tennis British Columbia, to vote on their behalf at the meeting (the "Proxy Holder").
5. Proxies will only be accepted if the Proxy form is completed in full, with the date, name of the Proxy Holder and the name, position and signature of the Appointer.
6. Members are encouraged to pre-register proxies by submitting the completed proxy to Tennis British Columbia Reception at #204-210 West Broadway, Vancouver BC V5Y 3W2 by hand delivery, mail, fax at 604-737-3124 or email (pdf document) to aenescu@tennisbc.org any day in advance of the Annual General Meeting up to Thursday September 21, 2017 at 4:00pm.
7. All proxies must be registered prior to the commencement of the Annual General Meeting, 10:30am September 30, 2017 to be exercised.