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# Norwich Ad Hoc Tennis Committee

## Meeting Minutes

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Draft Minutes of the Feb. 24, 2020 meeting

### Call to order

A meeting of The Ad hoc Tennis Committee was held at Rose City Senior Center on Monday February 24, 2020 at 6:00pm. Members in attendance included Erin Challinor, Martha Healy, Fred Phelps, Roy Wentworth, and Paul Zinewicz and Cheryl Hancin Preston, Recreation Director (ex-officio),. Since it was the first meeting of the committee. Cheryl welcomed the members and introductions were made.

### Citizen Comments

No other members of the community were present

### Old Business

Review of informational meeting, and discussion of funding already requested by the Recreation Director from the city CIP budget for hard court tennis courts to be built at the present Armstrong court site at \$400,000.

### New Business

#### Purpose of the committee

The purpose of the Tennis Ad Hoc Committee of the Recreation Advisory Board is to be an advisory committee to the Recreation Advisory Board. The committee will investigate the public's desire to have safe and playable tennis facilities for the Norwich Community, promote and develop the growth of tennis throughout our area and strategize ways in which to secure funding to improve tennis facilities in Norwich.

Determination of committee positions and duties was discussed.

The following positions and duties were determined as necessary and delineated by consensus of the committee:

Chairperson-will be elected by the committee to serve as the presiding officer of the committee and its meetings.

Secretary-will be elected by the committee and will be responsible for ensuring meetings are organized and minutes recorded, maintain effective records, communication and correspondence.

Treasurer-will be elected by the committee and entrusted with reporting on the updated financials.

Nominations took place and the following individuals were decided for positions.

Fred Phelps - Chair (nomination/Zinewicz, seconded/Challinor) Passed unanimously

Martha Healy- Secretary (nomination/Zinewicz, seconded/Wentworth) Passed unanimously

Paul Zinewicz-Treasurer (nomination/Wentworth seconded/Challinor) Passed unanimously

Committee quorum will be at least three (3) out of the five (5) members

## Funding

The committee reviewed a draft letter written by Cheryl for soliciting donations including sponsorship levels. A discussion was had surrounding how the letter might be changed to include more information. The committee unanimously decided to pursue funding specifically for only four courts at this time and for a hard surface type court. Clay requires too many levels of maintenance and is not sustainable in the long term.

Funding sources were discussed including but not limited to: The participants of the informational meeting and asking them to contact others who might be interested in donating, Mohegan Sun Foundation, Foxwoods Casino, NFA as their teams would benefit from the use of the courts for practice and competition. The Lorde Foundation, Community Block Grants (may not qualify in this area,) and grants from National Tennis organizations (i.e. USTA, WTA, PENN). Sponsorship opportunity with naming rights was discussed for larger organizations (i.e. car dealerships, ball companies).

The committee discussed that a USTA grant of \$50,000 are available yet very competitive and required blended lines for pickleball and youth tennis along with secured funding for the project in advance. West Hartford currently has new courts with these lines if members would like to observe how they look.

All monies collected must go through the recreation department and into the City of Norwich dedicated Tennis fund. The Rec Director will provide reports to the Treasurer.

## Action Items

\*Recreation Director will look into a sign that will signify how the fundraising is progressing to be positioned at the Armstrong Courts

\*Recreation Director will update the Donation letter

\*Paul will look into opportunities with WTA, ATP, PENN

\*All will consider names of possible donors and send to Cheryl

Meetings were set for second and fourth Mondays of the month. Next Meeting: March 9 and 23.

**Adjournment** 7:19 pm

Martha B. Healy  
Secretary

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Date of approval