

**MINUTES OF THE ANNUAL GENERAL MEETING of  
the BARBADOS TENNIS ASSOCIATION INC (BTA)  
held at the Courtyard by Marriott, The Garrison Historic Area, Hastings, Christ Church,  
on MONDAY, OCTOBER 5, 2020 AT 6.00 PM**

Present in person were:

- |                               |                              |
|-------------------------------|------------------------------|
| 1. Dr. Raymond Forde          | 11. Mr. Kodi Lewis           |
| 2. Ms. Helen Roper            | 12. Mr. Stephen Ollivierre   |
| 3. Mrs. Marie-Jeanne Symmonds | 13. Mrs. Olga O'Neill        |
| 4. Mr. Damien Applewhaite     | 14. Mrs. Patricia Murray     |
| 5. Mr. Brian Cadogan          | 15. Mrs. Margot Thomson      |
| 6. Mr. Richard Edghill        | 16. Mrs. Sheryl Peter-Kirton |
| 7. Mrs. Grace Chambers        | 17. Mr. Lloyd Slocombe       |
| 8. Mr. Junior King            | 18. Mr. Craig Smith          |
| 9. Mr. Sydney Lopez           | 19. Mrs. Suzette Slocombe    |
| 10. Mr. Haydn Lewis           | 20. Mr. Andrew Thornton      |

*Proxy represented:*

*Clubs:* None

*Individuals:* None

*Excuses:*

Apologies were noted for Dr. Adrian Lorde and Mr. Peter Symmonds.

### **1. CALL TO ORDER**

The President, Dr. Raymond Forde, presided. A quorum having been established; the President called the meeting to order at 6:11 pm.

A moment of silence was requested for the passing of current and past members – Mr. Edward Walcott (Honorary VP), Mr. George Grant (coach), Mr. Owen Williams, Mr. Jack Moore, Mr. David Gittens and Mr. Anthony “Buggs” Skinner (former Brandon\Davis Cup player and coach).

### **2. CONFIRMATION OF THE MINUTES OF SEPTEMBER 9, 2019**

Corrections

The date in the header of the previous minutes should state September 9<sup>th</sup>, not September 19<sup>th</sup>.

Subject to the above, the Minutes of the Annual General Meeting (AGM) held on September 9<sup>th</sup>, 2019 were confirmed on a proposal by Mr. Andrew Thornton and seconded by Mr. Brian Cadogan.

### **3. MATTERS ARISING FROM PREVIOUS MINUTES**

There were no matters arising.

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### 4. PRESIDENT'S ADDRESS AND REPORT OF COUNCIL

The President's Address for the year ended December 31, 2019 was presented by Dr. Raymond Forde, President. The Report of Council (Annual Report 2019) was presented by Mrs. Marie-Jeanne Symmonds, Secretary, and Mrs. Sheryl Peter-Kirton, Assistant Secretary. Copies are attached and form part of these Minutes.

There were no questions.

### 5. FINANCIAL REPORT

Ms. Helen Roper, Treasurer, confirmed that the financial statements for the year ended December 31, 2019 had again been audited by auditor Mr Roger Sparrock of RS Financial Services Inc. and that members had been advised that the statements had been posted on the Association's website for review.

She commenced her report by referring members to the Statement of Income and Expenditure and advised that the Association had made a profit for the year of \$38,396 compared to the loss of \$36,430 in 2018. She gave the following explanations for significant changes in the 2019 Income Statement items compared to 2018:

- i) 2019 tournament income and expenses were down compared to 2018 mainly due to only one Davis Cup tie being played in Brazil during the year compared to three (two home, one away) in 2018. However, the participation funds received from this tie includes a development portion of \$70,000 which has subsequently been set aside to fund a wide variety of projects including hosting future home ties.  
U16 and U14 teams went to regional events in El Salvador and Dominican Republic, and a ladies team went to Fed Cup held in Peru in 2019 with the cost of airfares being the main expense.  
CO Williams and companies sponsored the ITF Junior tournament for the second year and NASSCO and Fortress supported their junior series of tournaments during the year.  
Funding was also received from the BOA and the ITF in support of the Davis Cup tie plus other teams travel expenses, and is included in tournament income.  
An overall net surplus for tournaments and team events of \$64,474 resulted in 2019 compared to a net loss in 2018 of \$24,434. See Note 11 on page 11 for full breakdown.
- ii) Grants - the BOA also provided grants towards administration, ITF membership fees and representation at overseas meetings. Additional grants from the ITF were for JTI development, but no further funding was received from the NSC in 2019
- iii) Total funds from donations and from fund raising events increased in 2019 compared to 2018. As well as individual donations made to the Association, four successful fund-raising events took place during the year –
  - Apes Hill tennis tournament and dinner
  - Dinner/dance at Divi South Winds Hotel
  - Fun Day at National Tennis Centre

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- Car Wash at Brighton Market
- iv) 2019 court rental fees rose compared to 2018 again due to improved controls of collections.
- v) Subscriptions rose in 2019 with 18 new seniors and 14 new juniors joining the Association in 2019.
- vi) Income increased from the Association's Summer Camp plus the NSC contributed for their summer camp held at the NTC.
- vii) Total Wages and NIS were comparable to 2018. Mr. Rand St John joined the staff at the Tennis Centre as Facilities Coordinator in September 2019
- viii) Total repairs included monthly billings for cleaning, maintenance and gardening.
- ix) Additional costs of \$4,252 were expensed for the new flood lights on court 4 which were purchased in 2018 but installed in early 2019.
- x) Other court repairs \$1,149 were in respect of a tent for the NTC.
- xi) The combined Junior Development and Schools programmes made a net loss of \$8,730 with a new JTI programme starting in September 2019.
- xii) Utilities, Administration, Membership dues, Insurance and Depreciation expenses were all comparable to 2018.

Ms. Roper then gave the following explanations for significant changes in the 2019 Balance Sheet items compared to 2018:

- i) 2019 year-end Cash at Bank totaled \$98,746 compared to \$72,927 in 2019. This amount includes a time deposit of \$40,000 at SigniaGlobe Finance earning 1.75% pa which continues to be allocated to court repairs.
- ii) 2019 receivables relate to the late collection of tournament and court rental receipts, plus local tournament sponsorship – all balances outstanding were collected in 2020.
- iii) Prepayments are in respect of the 2020 ITF annual membership fees paid in advance, airfares and also include the BL&P deposit.
- iv) The Building continues to be depreciated at 2% per annum. 22 years remain on the new lease renewed with the Ministry of Lands etc in 2017.
- v) All outstanding Trade Payables were paid in 2020. (Note7)
- vi) Sponsorship funds received in 2019 in respect of 2020 junior programmes are treated as Deferred Income.
- vii) Funds held are broken down by category on Page 5.  
As previously stated, a new Development Fund was established from the transfer of approximately 50% of the Davis Cup participation funds received from the ITF following their improved sponsorship deal for the away tie against Brazil held in September 2019. Some of these funds (\$12,400) were spent in 2019 on Squad training, administration and facilities improvement, with the remaining balance to be allocated to future home Davis Cup ties, an Athletes foundation and officiating courses.

She concluded by asking if members had any questions regarding the Financial Statements.

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In response to a question, Dr. Forde confirmed that as a result of a new Davis Cup sponsor the BTA had received a total participation fee of US\$75k and that the ITF have recommended that a portion be put aside for development.

The Financial Statements for the year ended December 31, 2019 were approved on a proposal by Mr. Damien Applewhaite and seconded by Mr. Junior King.

### **6. APPOINTMENT OF AUDITOR**

Ms. Roper thanked Mr. Roger Sparrock for acting as Honorary Auditor for 2019 and added that he had offered to stand again as auditor for the current year.

On a motion proposed by Mr. Damien Applewhaite and seconded by Mr. Junior King, Mr. Roger Sparrock, was duly re-appointed Honorary Auditor for the ensuing year.

### **7. ELECTION OF OFFICERS FOR 2020-22**

The President noted that after many years of exemplary service, Mrs. Patricia Murray had resigned as Vice President during the year since she was retired and intending to spend more time outside Barbados. On behalf of all members, he thanked Mrs. Murray for her contribution and welcomed her back to attend Council meetings as a non-voting member when on island.

Dr. Raymond Forde then declared vacant the offices of President (Dr. Raymond Forde), Vice-President (vacant), Secretary (Mrs. Marie-Jeanne Symmonds), and two Councilors (Mr. Brian Cadogan and Mr. Lloyd Slocombe).

President:

Dr. Raymond Forde was nominated for the office of President by Mr. Richard Edghill and seconded by Mrs. Margot Thomson. There being no other nominations, Dr. Raymond Forde was duly re-elected as President for a term of two years.

Vice President:

Mr. Craig Smith was nominated for the office of Vice President by Mr. Lloyd Slocombe and seconded by Mrs. Marie-Jeanne Symmonds. There being no other nominations, Mr. Craig Smith was duly elected as Vice President for a term of two years.

Secretary:

Mrs. Marie-Jeanne Symmonds was nominated for the office of Secretary by Ms. Helen Roper and seconded by Mrs. Sheryl Peter-Kirton. There being no other nominations, Mrs. Marie-Jeanne Symmonds was duly re-elected as Secretary for a term of two years.

Councilors:

There were two nominations. Mr. Brain Cadogan was nominated by Mrs. Patricia Murray and seconded by Mrs. Christie Gill. Mr. Lloyd Slocombe was nominated by Mrs. Suzette Slocombe

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and seconded by Ms. Cherise Slocombe. There being no other nominations, Mr. Brain Cadogan and Mr. Lloyd Slocombe were duly re-elected as Councilors for a term of two years.

Dr. Forde congratulated the successful candidates and formally welcomed Mr. Smith to Council.

### **8. TO CONSIDER THE RESOLUTION TO AMEND THE BY-LAWS**

Dr. Forde gave a brief explanation on the proposed amendment explaining that the new by-law 13.16 will facilitate the holding of virtual meetings and electronic voting. Currently, these are not permitted under the Act or the By-laws. The COVID-19 pandemic has revealed the need to have the flexibility to hold physical, hybrid, or virtual meetings where public health or other emergency measures prevent participation in person.

The Chairman read the following:

#### **RESOLUTION TO AMEND THE BY-LAWS**

**BE IT RESOLVED THAT** By-law No. 1 of the Company made on August 4, 2010 and confirmed on September 6, 2010 (and amended on July 13, 2016 and confirmed on September 13, 2016 and further amended on September 9, 2019) be further amended by inserting the following new By-law numbered 13.16 immediately after the existing By-law 13.15:

*“13.16. The directors may determine that a meeting of members be held entirely by means of telephonic, electronic or other communications facility that permits all participants to communicate adequately with each other during the meeting. The directors shall establish the procedures for the conduct of such meeting including, without limitation, the procedures for voting by telephonic, electronic or other communications facility. A member who establishes a communications link to the meeting or votes at the meeting shall be deemed for the purposes of the Act to be present at the meeting.”*

On a motion proposed by Mrs. Helen Roper and seconded by Mrs. Marie-Jeanne Symmonds, members unanimously agreed to adopt the Resolution to amend the By-Laws.

### **9. ANY OTHER BUSINESS**

#### Honorary member

Dr. Forde noted that Ms. Sandra Osborne, who had served as VP for many many years was now President of the Barbados Olympic Association and continued to give the BTA internal legal advice when asked. He proposed that because of her yeoman service to the BTA, that she be recognised by being made an Honorary member. There were no objections and the motion was carried.

He noted the other Honorary members are Mr. Peter Symmonds, Mr. Bruce Hackett and Mr. Tyrone Mapp.

#### Davis Cup

It was noted that the second 2020 Davis Cup tie has been rescheduled to 2021 (provided no world resurgence of COVID). Dr. Forde further noted that the Grand Slam Development Fund has

