

Rancho Santa Teresa Swim and Racquet Club Board of Directors Meeting – MINUTES

February 12, 2007

Board Members Present: Cassy Garcia (President), Denise Sanchez (Secretary), Vic Haddad (Treasurer), Rick Peterson, Kerry Burnham, Lance Henderson, & Russ Serenka

Board Members Absent: None

Office Staff Present: Doug Lowe (Club Manager), Julie Capote (Office Coordinator)
Sarah Borg (Activities Supervisor)

Office Staff Absent: None

Non-Members Present: Ruth Gehrmann (yoga instructor)

1. CALL TO ORDER

Meeting was called to order at 7:02 by secretary, Denise Sanchez.

2. APPROVAL OF BOARD MINUTES (Dated January 8, 2007)

The Minutes are reviewed. Minor corrections are made. Russ makes motion to accept the Minutes as corrected; Kerry seconds the motion. All are in favor. Minutes are accepted as corrected.

3. TOWN HALL INPUT AND DISCUSSIONS

- Ruth Gehrmann reported that yoga lessons are going well. She would like to continue for the next month as she is moving back to Germany in March. One of her participants, Uschi Bleeg, a Physical Therapist, wants to continue leading the classes after March 22.

4. STAFF REPORT/ACTION ITEMS

Julie Capote (Office Coordinator)

- Discussed Office Coordinator Report.

Doug Lowe (Club Manager)

- Discussed Club Manager Report
- Julie will ask Esbro for their MSDS sheet to know what type of shed we should erect for the storage of our pool chemicals.
- Vic brought up what he termed "His favorite subject, the lights". Tennis person is complaining that the lights aren't coming on until 5:45, but they are set to come on at 4:30. There is a mystery as to why they keep changing. They might be tied to the circuit breaker in the pump room. We need to find out which breakers control which lights. There is also a breaker in the Little Kiddles closet and a timer that Margot manually overrides which might be causing the problem.
- A committee consisting of Russ, Lance, Cassy, Kerry, Vic and Rick will come on February 25 at 5pm to try to figure out which lights are tied to which circuit breakers and timers.
- After the lighting situation is figured out, bids will be gathered to add more breakers to fix the problem with the coke machine and the office and to correct any problems with the lighting situation.

Sarah Borg (Activities Supervisor)

- Discussed Activities Supervisor Report

5. BOARD OF DIRECTORS REPORTS

Cassy Garcia (President)

- Cassy reports that Tomas Le made a request to pay the Club \$150 a month rather than the 60/40 split which is now agreed to. It is decided that we need to keep the process the way it has been set up for all Contractors.
- Met with Sarah to discuss details for opening of the Club. Only one lifeguard and one office aide need to be hired, assuming applications a received for all returning employees. Interviews will be held on March 2 and 3.
- We need someone to take over to head the welcoming committee since Marilyn Rose is too ill to continue.

Vic Haddad (Treasurer)

- Discussed Treasurer Report
- Vic made a motion to accept his operating plan. Rick seconded the motion. The motion is passed.
- Discussed Accountant Report by Bill Herrington

Denise Sanchez (Secretary)

- Helped to re-key locks, checking existing keys to see which ones fit which locks.
- Propose to have front gate handle changed to a commercial grade lever-type handle by Romy's Lock and Key (\$135 plus \$55 trip fee). While they are here, Denise proposes to have them go ahead and re-key the two external doors (front door and door to patio next to kitchen) to the hall at of cost of \$25 each. Lance seconds the motion. The motion is passed.

Lance Henderson

- No report

Rick Peterson

- Air conditioning to be installed Feb 19 – 23. The duct work and vents have all been primed and painted.
- Re-Plaster of Adult pool and Spa to be done March 5 thru 17. It is possible the grab bar going into the pool might need to be replaced if the inspector recommends it. It will add about \$500 if it does.
- Last week of March the installer of the pool heater will come out and help us to start it to make sure we know what to do.
- Main pool deck scheduled to be caulked the week of March 19th.
- Tennis drinking fountain repair aimed for April.
- Lounge Carpet aimed to be replaced in May.
- Parking lots aimed to be slurried in September.
- Good neighbor fence by Cassy's house aimed to be replaced in September.
- Men's poolside bathroom repair in September/October.
- There is still some confusion what the PVC drain is that needs to be caulked
- Pool people suggest that the tile and coping bricks be cleaned
- Denise brings up that we should also look into replacing the red tiles around the pool.

Kerry Burnham

- Kerry shows three bids for various playground fixes.
- Rick makes motion to accept the NSP play structure. Lance seconds the motion. Motion did not pass. Rick then makes the motion to accept the LSI play structure. Lance seconds the motion as well. This motion passes

Russ Serenka

- No report

6. OLD BUSINESS

- Action items still in progress
- Denise will be meeting with Martin on March 13 to get some website training (including email communication)

7. NEW BUSINESS

- Spring Meeting will be March 25 at 6pm
- Approved Contractors list
- ASAP collections: Rick makes motion to approve, Kerry seconds. Motion is passed.
- Pay increase for staff. Rick makes the motion to increase the starting and cap salaries. Office Aide \$7.50 - \$9.00, Lifeguards \$9.50 - \$11.50, Senior Guards \$10.50 - \$12.00, Activities Supervisor cap will be raised to \$15.00.

8. ADJOURNMENT

Rick makes motion to adjourn. Lance seconds the motion. All Board Members are in favor. The Board meeting is adjourned at 10:29 PM. The next Board meeting will be held On Monday, March 19th, 2007.

Respectfully submitted

Approved March 19, 2007

Denise Sanchez
Secretary, Board of Directors