

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

October 15, 2007

**Board Members Present:** Cassy Garcia (President, outgoing), Denise Sanchez (Secretary), Rick Peterson, Kerry Burnham, Lance Henderson, Vic Haddad (Treasurer), Cynthia Neuendorffer (incoming) & Millie Coleman (incoming)

**Board Members Absent:** Russ Serenka (outgoing)

**Office Staff Present:** Doug Lowe (Club Manager), Julie Capote (Office Coordinator)

**Office Staff Absent:** Sarah Borg (Activities Supervisor)

**Members Present:** None

## 1. CALL TO ORDER

Meeting was called to order at 7:02 by president Cassy Garcia.

## 2. APPROVAL OF BOARD MINUTES (Dated September 17, 2007)

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

## 3. TOWN HALL INPUT AND DISCUSSIONS

- None

## 4. OFFICER ELECTIONS

- President – Current President, Cassy Garcia, is an outgoing board member. Kerry Burnham is nominated by Rick. Denise seconds nomination. Kerry is elected as the new president.
- Secretary – Denise steps down. Cynthia Neuendorffer is nominated by Denise. Rick seconds nomination. Cynthia is elected as the new secretary.
- Treasurer – Vic Haddad is re-nominated by Rick. Lance seconds the nomination. Vic is re-elected as treasurer.

## 5. STAFF REPORT/ACTION ITEMS

### Julie Capote (Office Coordinator)

- Discussed Office Coordinator Report.

### Doug Lowe (Club Manager)

- Discussed Club Manager Report
- Spa needs to have the lines cleaned out to remove residue. Rick makes motion to have Doug get Randy from South Bay Solar come out to clean out the lines before we replace the jet motor not to exceed \$400. Denise seconds the motion. Motion is passed.
- We have had a number of sprinkler heads disappear over the last few weeks. They were replaced, then disappeared again. We are thinking they might be being stolen for the copper. We are replacing them with the plastic kind.
- Discussed putting up a retaining wall on the parking lot side of the tennis court to prevent dirt from washing onto courts now that ivy has been removed.

### Sarah Borg (Activities Supervisor)

- absent

## 6. BOARD OF DIRECTORS REPORTS

### Cassy Garcia (outgoing President)

- Last outgoing duty as outgoing president, she will write up appraisals for Doug and Julie.
- She will be coordinating the Halloween Party from 4 – 6 pm on Halloween.

### Vic Haddad (Treasurer)

- Discussed Treasurer Report.
  - Total liquid asset balance as of 9/30/07 is \$135,378.

### Denise Sanchez (Secretary)

- none

### Lance Henderson

- none

### Rick Peterson

- Bathrooms in process of being repainted.
- Got estimate to repair vandalism from hall rental. \$300 estimate. Rick makes motion that we accept bid. Lance seconds the motion. The motion is passed.
- Working on getting new partitions for the men's locker room. (Rick has been doing a lot of the work himself to try to keep costs down.)
- Dave from ST Glass came out last Saturday to give us information about replacing windows and doors. Need to decide:
  - Should be remove rotting, termite-damaged wood trim that has dry rot on all exterior walls except the one facing Sorrento? Doing so will make replacing the windows easier. Rick will volunteer to do the removal with some help. It is agreed to remove the wood trim.
  - Should be use clear or obscure glass on the wall facing the pool? The ones facing Sorrento will be obscured. It is decided to use obscure glass for the lounge and clear for the rest (hall and recreation room except for those facing Sorrento).
  - Should we have grids in the windows of the hall? It is decided to have no grids unless we can have black grids.
  - What do we want to do with the arched windows in the hallway?
    - ♦ Do nothing
    - ♦ Replace window panes using existing frames
    - ♦ Retrofit
    - ♦ Replace window panes using existing frames and add a second, individual sheet of clear glass to the interior the same size and shape as the entire existing opening.

### Kerry Burnham

- Tentative date for Board dinner is November 5 at 7pm at the Golden Oak, with cocktails starting at 6pm.

### Russ Serenka

- absent

## 7. OLD BUSINESS

- Action Items – no new ones to review
- Wireless Internet – moved to action item, will revisit in March.

## 8. NEW BUSINESS

- Social Activities
  - Halloween Party
  - Christmas Party – someone needed to coordinate
  - New Years' Eve Party – someone needed to coordinate
- Board Dinner – See Kerry Burnham's report.
- Trower report review.

**9. ADJOURNMENT**

Rick makes motion to adjourn. Lance seconds the motion. All Board Members are in favor. The Board meeting is adjourned at 9:21 PM. The next Board meeting will be held On Monday, November 19<sup>th</sup>, 2007.

Respectfully submitted

Approved \_\_\_\_\_, 2007

Denise Sanchez  
Secretary, Board of Directors