

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

November 16, 2007

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

Board Members Absent: None

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

Office Staff Absent: Sarah Borg (Activities Supervisor)

Members Present: Chris Ramm, Donna Heavner, and Michael Coleman

## 1. CALL TO ORDER

Meeting was called to order at 7:03 by president Kerry Burnham.

## 2. APPROVAL OF BOARD MINUTES (Dated October 15, 2007)

The Minutes are reviewed. Rick makes motion to accept the Minutes as corrected; Lance seconds the motion. All are in favor. Minutes are accepted.

## 3. TOWN HALL INPUT AND DISCUSSIONS

New resident Chris asks for permission to have Cub Scout troop 213 meet at club facilities 1x/month. Board will discuss; already many clubs using facility. Chris also expresses concern about speeders in community. Rick suggests concerned residents contact SJPD to request traffic monitoring. Cynthia suggests we remind members to obey speed limit on club street to help discourage non-club members using our streets to speed and cut through neighborhood.

Donna presents swim team's proposed 2008 schedule.

## 4. STAFF REPORT/ACTION ITEMS

### Julie Capote (Office Coordinator)

- Discussed Office Coordinator Report.

### Doug Lowe (Club Manager)

- Discussed Club Manager Report
  - Still needs helpers to measure for adult pool and spa covers. Doug will email a few possible meeting times to get quorum to complete job. Important to have covers in place soon to conserve energy.
  - Denise suggests Doug post a prominent sign that Main pool is closed for season.
  - Rick offers to build tennis court retaining wall in late December. Needs a few helpers.

### Sarah Borg (Activities Supervisor)

- absent

## 5. BOARD OF DIRECTORS REPORTS

### Kerry Burnham (President)

- none

### Cynthia Neuendorffer (Secretary)

- none

**Vic Haddad (Treasurer)**

- Liquid Assets at \$143K
- Vic requested and got reduced premium for liability insurance.

**Rick Peterson**

- Men’s room partition installation complete
- Getting bids for lowering urinal for boys’ height
- Rick will finish tiling in men’s room once urinal work complete
- South Valley Window will provide competitive bid on windows replacement – suggested fiberglass window treatment for front arched windows. Rick will offer Santa Teresa Glass chance to rebid.
- Rick removed some decorative window framing on exposed sides of building to find stucco is not complete to window frame and underlying felt is in poor condition – this will necessitate new felt, framing, and painting when windows are replaced.

**Millie Coleman**

- Olan Mills had 49 members signup, only 21 appeared for appts. Many attending were disappointed to hear pictures were not being used to make directories with photos of all club members. Many who came suggested that current social activities do not include things they are interested in. Millie will provide stats on member interests for upcoming activities.

**Lance Henderson**

- none

**Denise Sanchez**

- none

**6. OLD BUSINESS**

None.

**7. NEW BUSINESS**

- Internet Business
  - The motion to accept the bid from JD Specialties to update the men's bathroom stall partitions for \$1,765 was made by Rick and seconded by Cynthia. After discussion, Vic, Lance, Millie & Denise also voted in favor. So the motion passed on 11/1/07.
  - The motion to send the property owners at 219 Castillon Way to collections was made by Vic and seconded by Cynthia. Assenting votes included Vic, Cynthia, Millie, Rick. No opposing votes. Denise and Lance abstained. Motion is passed.
- Motion to send delinquent members to collections: 6437 San Anselmo Way, 260 Dondero Way, 219 Purple Glen Drive, 6113 Del Canto Drive, 211 Castillon Way, 304 Los Pinos Way was made by Rick. Lance seconded. All in favor. Motion passed.
- Motion to initiate foreclosure on 6561 San Anselmo Way was made by Rick. Lance seconded. All in favor. Motion passed.
- Christmas Party. Cynthia reported on organization of party to be held Dec. 9. Has organization in hand, will send requests for assistance.
- NYEve party. Board resolves to have club party. Discussion ensues as to preference for adult or family party. Kerry will research with past coordinators and propose format.
- Motion to install new Raypack heater for spa was made by Denise. Rick seconded. Discussion ensued. Concern over reliability of brand and length of warranty. All in favor with \$2700 spending limit. Motion passed.

**8. ADJOURNMENT**

Rick makes motion to adjourn. Denise seconds the motion. All Board Members are in favor. The Board meeting is adjourned at 9:04 PM. The next Board meeting will be held On Monday, December 17<sup>th</sup>, 2007.

Respectfully submitted

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

Cynthia Neuendorffer  
Secretary, Board of Directors