

# Rancho Santa Teresa Swim & Racquet Club

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Dirk Seidel (President)

Vic Haddad (Treasurer)  
Michael Kirtland  
Nick Toprani

Arian Collen (Secretary)  
John O'Byrne  
Terrie Jacopi

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## Board of Directors Meeting Minutes May 20, 2019

### Item Subject

#### 1. Call to Order

Meeting was called to order at 7:05 p.m.

#### 2. Approval of Minutes

##### A. April 15, 2019 Board Meeting

Action: (4-0-2) Michael moved to approve minutes for the April 15, 2019 board meeting. Vic seconded the motion.

Absent: Nick was absent from the meeting and Dirk arrived late at 7:08pm

Document Filed: April 15, 2019 minutes

#### 3. Town Hall

No discussion on this item

#### 4. Staff Reports

##### A. Office Coordinator Report

Dirk provided an update on the status of various accounts and any with delinquent dues balances. A brief discussion ensued by the board.

Action: (5-0-1) Michael made a motion to initiate the collections process on one (1) account as outlined in the report dated May 20, 2019 (see attachment A) in accordance with the timelines of the collections policy, including but not limited to recording an assessment lien against the property. John seconded the motion.

##### B. Facilities Manager Report

Facility Manager Luke Brown provided an update on various projects and to-do lists, including priority projects.

##### C. Lifeguards

Kylie Watanabe provided an update on the lifeguard staffing numbers and interviews.

Action: (5-0-1) Dirk made a motion to approve hiring two lifeguard candidates. Vic seconded the motion.

## **5. Directors Reports**

### **A. Presidents Report**

There was no report

### **B. Treasury Report**

Vic provided an update and overview on the following items:

- Balance Sheet
- P&L
- PG&E costs

A discussion ensued on the various reports.

### **C. Misc. Directors**

Arian questioned the status of the pool key fob distribution. Dirk said the fobs are ready to be distributed.

Michaels questioned the status of the club getting a liquor license to serve alcohol at the adult pool to limit kid's access. Arian commented that he did not support this approach given the liability on the club and costs to staff that area to serve alcohol.

## **6. General Business**

### **A. Appointment of new Board Member**

Dirk introduced Terrie Jacopi who volunteered to join the board.

Action: (5-0-1) Dirk moved to nominate Terrie to join the board. Michael seconded the motion.

### **B. Election of Vice President & Co-Treasurer**

Dirk noted that per the new bylaws the board was required to have a Vice President and a Co-Treasurer.

Action: (5-0-2) Dirk moved to nominate Terrie as the Vice President. Vic seconded the motion. Terri abstained from the vote.

Action: (5-0-2) Dirk moved to nominate Michael as the Co-Treasurer. Terrie seconded the motion. Michael abstained from the vote.

### **C. Approval of Associate Memberships**

The board reviewed the list of 69 applicants for Associate Membership for 2019, which included 34 Sea Otter swimmer families and 35 area families. A Discussion ensued.

Action: (6-0-1) Dirk moved to approve the 69 applicants, with three pending submittal of the required Letter of Recommendation.

### **D. Norcal Tennis Usage of Club Courts**

Tom from Norcal Tennis joined the meeting to review the request made from the Board to ensure an increased benefit to the Club from Norcal's use of the Club's facilities. Expanding on the Boards request, Tom provided some options to allow members access to lessons both at the Club courts and at Santa Teresa High School. Tom left the meeting and a discussion on options ensued.

Action: (4-1-2) Michael moved to extend a formal proposal to Tom which would allow for two (2) free member lessons on each day (Monday, Wednesday, and Thursday) that Norcal uses the Club's courts, as well as six (6) free member lessons at Santa Teresa High School on Saturday's. Vic seconded the motion. John voted against the proposal.

**E. Tennis Court Resurfacing**

John presented five cost estimates to resurface the tennis courts which ranged in cost from \$20,000 to \$78,580. A discussion ensued on the various quotes and potential timing of the repair work.

Action: (4-0-3) Arian moved to approve a contract with First Serve Productions at a not to exceed value of \$20,600. Michael seconded the motion. Vic abstained from the vote.

**F. Budget Approval**

The board reviewed the revised 2019 budget, which among other considerations, took into consideration the newly approved Associate Membership revenues.

Action: (5-0-1) Arian moved to approve the revised 2019 budget. Terrie seconded the motion.

**7. Future Meeting & Agenda Items**

The next board meeting will be on June 17, 2019 at 7pm.

Meeting was adjourned at 9:37 pm

**8. Executive Board Meeting – Not Open to Public**

**No Items Discussed**

**Attachment A**

<b>Delinquent Dues Report 5/20/19</b>		
<b>Account #</b>	<b>Amount Due</b>	<b>Last Payment</b>
4656-62	\$420.00	\$410 on 4/16/18