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October 2017 Minutes  
Rancho Santa Teresa Swim and Racquet Club  
Board of Directors Meeting  
Monday October 16, 2017

Board Members Present: Dirk Seidel, Norm Collier, Christine Francis (Secretary), Vic Haddad (Treasurer), John O'Byrne, Michael Kirtland (incoming board member), Jack Winchester, and Lars Samson (outgoing board member)

Board Members Absent: None

Staff present: Amy Raczkowski, Luke Brown

Call to order: Dirk calls the meeting to order at 7:00 pm

Review September board meeting minutes.

*Motion: Dirk makes a motion to approve the September meeting minutes. Vic Seconds. Passed unanimously.*

Review Executive Board meeting minutes.

*Motion: Dirk makes a motion to approve the Executive Board meeting minutes. Lars seconds. Passed unanimously.*

*Motion: Lars moves to approve September minutes, Norm seconds. Passed unanimously.*

*Motion: Dirk makes a motion to approve Fall Membership Meeting minutes. Lars seconds. Passed unanimously.*

**Staff Report:**

Amy Raczkowski presents the Office Coordinator report. Amy will be working on the notifications to members about the updated dues. Each accounting entry that says \$90 due, needs to be changed to \$100 due in the system. Many holiday inquiries for Hall and Lounge rentals. December 10<sup>th</sup> is the Club Christmas Party, Girl Scouts will be running it again this year.

Luke Brown, Facilities Manager gives his report. Luke will work with Lars's son to come up with a Bocce Ball court proposal for his Boy Scout Eagle project. Luke will turn off the sprinklers this week, as we are expecting rain on Thursday. Alana wants Luke to talk about fixing the floor and repainting in the office. He proposes tile, since the employees are often

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wet when they go into the office and the carpet gets ruined so quickly. Luke will do some research on mat recommendations for the restrooms as well as the office.

Luke and Amy leave the meeting.

Discussion Q & A letter of a concerned member  
Dirk welcomes discussion to follow up on questions regarding a email sent from a concerned member. Discussion follows.

### **Directors Reports:**

Dirk: Oktoberfest had 60-65 people attend with \$1920 tickets sold, expenses \$3310, cost \$1390, under budget. Lars sums up the night, with a few adjustments for next year. Just hire a bartender, no server for next year. Santa Clara Water Polo Camp has contacted Dirk to see if we would be interested in hosting a water polo summer camp. More information to follow.

Treasurer's Report: Vic starts with the Balance Sheet, P&L Summary. Discussion follows. Vic will have Alana send the latest budget around.

John: There was recently a car window broken while parked in front of the Club while playing tennis at night. A reminder to everyone; don't leave anything valuable out in the open in the car.

Norm: VTA just bought property from Cal Trans on the other side of Kaiser, and there is discussion about moving the Southbound 85 onramp down to the stoplight.

Christine: Nothing

Michael: Nothing

Jack: Nothing

### **Hot Topics**

Board Member change and election, Dirk thanks Lars for his work on the board and invites him to run for the board after a short break. Lars is available to answer any questions we may have moving forward. Lars passes his keys and Board Folder to Michael Kirtland and leaves the meeting.

*Motion: Vic makes a motion to have Dirk be our president for a second year. John seconds. Passed unanimously.*

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Dirk appoints Christine as Secretary for the coming year. Dirk asks Vic to act as Treasurer and Michael to act as Co-Treasurer, head of the financial committee. Discussion follows. Vic will work directly with Alana and the employees. Michael's role will be working with Vic.

#### Fall Membership Meeting Recap

Member Survey Results are reviewed. Member comments were even more informative than the survey results. It was very interesting to get all the feedback. Main points gathered from the survey are: Shade (we need more), we need a ramp for easier access to the front of the club, solar was a popular idea that members would like to see here, members would like to see the good neighbor fence moved back more towards the street. Norm will look into the City of San Jose, Code Enforcement/Planning regulations to see if its possible to move that fence back closer towards the sidewalk. Poker or a game night would be appreciated. It is decided that the soda machine will need to be fixed or removed by next summer, it hasn't worked right since someone threw it in the pool.

Guest Pass and Private pool parties, the amount we need to charge moving forward is \$3 per student.

*Motion: Dirk makes a motion to raise the entry fee for private pool parties, including schools, to \$3 per person (non member) and \$20/hr for lifeguards and \$17/hr office aids. John seconds. Passed unanimously.*

Rules and Regulation Update: it may be necessary to change the wording on our spa and "Adult" pool to say "Children 14 and under must use under adult supervision". Discussion follows. It was agreed to consult with legal counsel.

Winter projects are discussed, looking out at the upcoming reserve and replacement plans. It is agreed the tennis court refurbishment will be moved out to 2019, bbq pit to 2019, refrigerator 2019 and all the caulking will be moved to 2018 as well as the chlorine system to 2018. This year will be the year to supply the ramp for the front of the club. The good neighbor south fence is still looking good, Luke will look at the part that is covered with plants to be sure it is strong enough.

Meeting adjourned 9:30 pm

The next regular Board Meeting will be Monday, November 13, 2017 at 7:00 pm.

**Respectfully Submitted By: Christine Francis, Board Secretary.**