

# Rancho Santa Teresa Swim & Racquet Club 286

Sorrento Way, San Jose, CA 95119

Phone (408) 227-5758 \* Fax (408) 225-6325



---

August 2017 Minutes  
Rancho Santa Teresa Swim and Racquet Club  
Board of Directors Meeting  
Monday August 21, 2017

Board Members Present: Dirk Seidel (President), Christine Francis (Secretary), Vic Haddad (Treasurer), Norm Collier, John O'Byrne, Lars Samson, and Jack Winchester

Board Members Absent: None

Staff present: Alana Martinez, Luke Brown, Sedi Raiyawa, and Monique Murray

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

Review July board meeting minutes.

*Motion: Dirk moves to approve July minutes as amended, Norm seconds. Passed by majority.*

*Motion: Dirk moves to approve July executive session minutes, Norm seconds. Passed by majority.*

## **Staff Report:**

Alana, Office Coordinator, presents her report. Dirk asks Alana about a past due account that is currently a pending sale and is being handled by ASAP. Alana has contacted ASAP and no money has been collected as of yet on the house and there is a lien on the house. She is monitoring the situation. Discussion follows. Alana is working on the ballots for the election and will be getting the approved wording approved this week from Dirk, as well as the President's letter for the newsletter.

*Motion: Norm makes a motion to move forward on sending past due collection letters to our three past due accounts that are five quarters past due, and sending the account to ASAP. ASAP will put a lien on them if they do not respond by the date listed. Dirk seconds the motion. Passed unanimously.*

Luke Brown, Facilities Manager gives his report. The security cameras are up and running, he plans on getting all the board members logins id's for the security site.

Sedi Raiyawa, Activity Director gives her report. Boys night was well received, they liked water polo. Oktoberfest has 11 sign ups so far, and Sedi has games planned for this year.

# Rancho Santa Teresa Swim & Racquet Club 286

Sorrento Way, San Jose, CA 95119

Phone (408) 227-5758 \* Fax (408) 225-6325



Monique, Swim Lesson Coordinator, presents her report. Monique has crunched the numbers and it looks like a successful year.

## Directors Reports:

Dirk: Thanks to Norm, Luke, Jack, Sedi and Monique for the National Night Out, it was a great night that was well attended. We should put it on the calendar for next year as well. The umbrellas are pretty broken, so it's time to decide on new umbrellas for the next coming seasons. PG&E hiked up their bill, and plans on increasing more in the coming years. After approving our dues increase request, we need to evaluate that request once again based on the upcoming bill increase.

Norm spoke with PG & E to find out why the change. We have been on a rate plan that was designed for a PG&E commercial customer using about 5,000 Kw. However, we are currently using about 10,000 Kw on average. PG &E recommended that we go to an E-19/SX rate plan. We are also on an old meter, not a Smart Meter, so PG&E cannot monitor our usage remotely, so they estimate on the off month, and PG&E must come do a meter reading every other month. Other information Norm found out: Off peak is May through October Monday thru Friday, then off peak all day Saturday and Sunday 12 am until 8:30 am. Partial peak: 8:30 am-noon, Peak: Noon until 6pm, Partial peak 6pm-9:30pm, off peak 9:30 pm-8:30am.

What are our current rates: A10-s Summer .11-.16-.21 cents per Kwh depending on time of day. Winter: .11-.13 cents.

New Rates: E-19sx Summer .08-.11 cents-.15 cents per Kwh depending on time of day Winter .09-.10cents. Norm asked them to switch to the new rate plan, and it should reduce our bill, and take effect in 10 days.

Disturbances after 10:00 pm are still pretty common. Our security cameras are picking up images of the perpetrators.

Architect for easier access, we are still waiting to meet with architects as the last two we tried to have come out did not show. Discussion follows.

Treasurer's Report: Vic starts with the Balance Sheet, P&L Summary. Vic has run some numbers and will be ready for the finance committee to meet as soon as this Saturday.

John: Nothing  
Norm: Nothing  
Christine: Nothing  
Lars: Nothing  
Jack: Nothing

## Hot Topics:

# Rancho Santa Teresa Swim & Racquet Club 286

Sorrento Way, San Jose, CA 95119

Phone (408) 227-5758 \* Fax (408) 225-6325



New access control system: Our security system is very easy for everyone to come into the club, it would be better if the code on the gate stopped working at 10:00pm, but it is not working that way. Dirk would like to streamline this system to reduce after hour people hanging out. Dirk and Luke will look into fixing the gate so it stops letting people in after 10:00pm.

2018 Budget: Vic and Dirk have had a first look at the budget. Assumption for 2018 budget: increase dues \$400/member/ \$500 guest passes @ 70. They are ready to meet with the committee. Discussion follows. Dirk, Norm, Vic and Jack will meet Saturday to go over the budget. Dirk shows the progress he and Vic have made so far, they are still discussing at length how much to ask for the dues increase so we get it right and we don't have to ask for another increase in 2019 after the increased minimum wage and PG & E bill.

Upcoming extras to consider for the 2018 budget: Chlorine system, new access control system, chairs/lounges/umbrellas, stairs/ramp, payment software, repaint and re-carpet the office, fix the falling down cabinet doors in the office.

This list does not include Trower items, recurring replacement projects that do not affect the operational costs. It is time to replace the floor in the Hall and Rec Room, according to the Trower Report. We need to have a look at the floors to see if it can be put off another year. If it has to be replaced during the off-season, we will need to suspend rentals during the time it is being replaced. The tennis court refurbishing needs to be looked at as well. Discussion follows.

We will work out these numbers this month and approve the 2018 budget at the September board meeting.

*Motion: Dirk makes a motion to move the replacement of the Hall and Recreation room vinyl flooring to 2019 instead of having it done in the 2018 budget. John seconds. Passed unanimously.*

Energy bill hike/ shut down the adult pool after Aqua class ends October 2017- March 1, 2018. The adult lap swim can switch to the main pool when the Stingrays are not practicing.

*Motion: Dirk makes a motion to shut down the Adult pool Nov 1-March 1 for the winter season to help save P G & E costs for heating the second pool. Norm seconds. Passed by majority.*

The Fall membership meeting: Will be September 24<sup>th</sup>, and we need to have a pre meeting Friday September 8 at 7:30 pm. We really need to work on getting enough members to vote. We need 20% of members to vote and 2/3 of the membership to show up and vote for the dues increase and by law wording to change for the election to be valid.

# Rancho Santa Teresa Swim & Racquet Club 286

Sorrento Way, San Jose, CA 95119

Phone (408) 227-5758 \* Fax (408) 225-6325



Voting ballots are discussed, Alana needs everything by the 5<sup>th</sup> of September and there can be four pages tops in the envelope. The three main points this year's election will cover are:  
1. Dues increase. 2. Election of officers. 3. By law changes proposal.

Meeting adjourned 9:00 pm

The next Board Meeting will be Monday, September 17, 2017. The Fall Election meeting will be September 24<sup>th</sup> at 7:00 pm.

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