

# **Rancho Santa Teresa Swim & Racquet Club 286**

Sorrento Way, San Jose, CA 95119

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



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December 2017 Minutes  
Rancho Santa Teresa Swim and Racquet Club  
Board of Directors Meeting  
Monday December 18, 2017

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

Board Members Absent: None

Staff present: Alana Martinez, Luke Brown

Town Hall: Lars Samson and Ross with Boy Scout Troop 212

Call to order: Dirk calls the meeting to order at 7:02 pm

Review November board meeting minutes.

*Motion: Norm moves to approve November minutes as amended, John seconds. Passed unanimously.*

## **Town Hall:**

Lars introduces himself and Ross Kugler, the leaders of Boy Scout Troop 212. Bernal Intermediate has been the location for their Wednesday night meetings. They have to relocate because use of Bernal's facilities is no longer free. They are wondering if they can move their meetings to Rancho Santa Teresa in exchange for help for the Memorial Day BBQ. They have about 20 kids involved in their Boy Scout Troop. Many are Rancho homeowners, Stingrays, Guest Pass holders, and Sea Otter families. They meet Wednesday nights, around 7:00- 8:30 pm but are flexible on other nights. Norm asks them if the Boy Scouts will be willing to help on Memorial Day, they agree that shouldn't be a problem. Norm also mentions the Boy Scout shed that is opened to the parking lot. We could clear it out for the Boy Scouts so they can use it as storage, as the last troop we sponsored did use it for their equipment.

## **Staff Report:**

Alana presents her report; she is working toward the January office remodel. She is moving her office temporarily up to the game room while the office gets new flooring, countertops, and paint. She has prepared 2 HOA packets, so far 31 in 2017. There have been a few members paying the old rate, so she is informing people as checks come in wrong that the amount has changed. She will be sending out collection letters in January to anyone over \$600 past due. Alana will be announcing in the newsletter that we are looking for Office Aids and Lifeguards for the summer. She will also advertise for a Lifeguard/Activities Coordinator age over 21. \*And that we are looking for a sponsor for the Super Bowl Party. The newsletter is being submitted to the printer tomorrow.

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Luke Brown, Facilities Manager gives his report. He has been cleaning up and winterizing the facility throughout the month. He fixed the lights over the tennis courts. It was a big job that required renting a lift. He replaced one tennis court net. That was a big project. He worked with Norm on the broken outlet in the Hall that has been broken. It works when you use the light switch by the kitchen door. He labeled it so rentals know not to turn it off if a DJ is plugged into that outlet. He will be replacing the missing blinds in the women's restroom. The front windows have been replaced, and he will be repainting the metal bars that protect those windows. He replaced the wooden trim around the windows that rotted. Luke leaves the meeting.

## **Directors Reports:**

Dirk: The Girl Scout troop that helped the Christmas Party did very well. He spoke with the Troop leaders about an interest in using our facility for events.

Vic, Treasurer's Report: Vic starts with the Balance Sheet, P&L (Income and Expense) Summary, Detail, and Replacement Summary. The amount to transfer to long-term savings is discussed.

*Motion: Norm makes a motion to put \$54,000 into savings. Jack seconds. Passed by majority.*

John: Tom's lessons are going well, John has seen all the courts being fully used.

Norm: He heard back from a City Council member who met with a code enforcement planning group regarding the back fence we wanted to move out toward the sidewalk. He is expecting to hear back in a week or so on the decision from the City.

Christine: Nothing

Michael: Nothing

Jack: He never heard back from his pool guy for the re-caulking of our pool, so we should continue searching for quotes from other companies.

## **Hot Topics:**

Reserve Study: Michael, Vic and Norm went over the four proposals for our Trower replacement company. They were able to eliminate the most expensive one right away. There was one they crossed off because they were located so far away, and they charge travel time. The local company also happened to be the least expensive. They recommend using David Hodges with SMA Reserves, located in Campbell, CA.

*Motion: Michael makes a motion to go with SMA Reserves to do our Reserve Study. Norm Seconds. Passed unanimously*

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Pool Re-sealing: We have the Burkette's bid, the company that re-plastered the pool last winter. Luke could possibly do it, but his to do list is very long, and we still need to buy materials. Burkette's is the company that replastered the pool last winter. They should be done within a day or two once they get started. They have a proven history of fixing anything that comes up after they leave. Discussion follows. A couple more bids will be sought.

Request to extend Morning Swim (Pat Floyd): They would like to keep the days: Monday, Wednesday and Friday, but extend the hours to 5:00 am- 8:30 am during the winter months while the adult pool is closed. Discussion follows. Jerry will need to be asked about his pool cleaning hours, and about covering the pool after they use it. Evening Adult Lap Swim hours are discussed.

Request from Boy Scouts: Our Boy Scout troop that has been using the facility has aged out, and we don't have an active Scout troop using the place. Lars is familiar with the club, being a former board member. Wednesdays are not a popular rental night, but if someone needs the facility on a Wednesday the rental would be getting the priority. The Boy Scout Troop will help for the Memorial Day BBQ and work with Luke on anything he needs help with. They can use the pool for their annual Aquatics Requirements/ Swimming Merit Badge.

*Motion: Norm makes a motion to approve Troop 212 Boy Scout Troop as the new troop that we will support. They have permission to use the Boy Scout shed. John seconds. Passed unanimously.*

Super Bowl Party: Last year we had about 30 people attend, and we should expect similar numbers if we host again. February 4<sup>th</sup> is the day of Super Bowl. Discussion follows. Alana will put in the newsletter that we are looking for a sponsor for the day.

Access Control System: John did some research for us into a new pool access system to replace the key code system to the front gate. System cost breaks down to 60 cents per card. The household data sheet could be replaced by the new software/data attached to the individual cards for the households. Having this system would help us to know if someone is using the facility while being past due in their dues more accurately than our current system. We would have a more accurate account of who is in the pool and when. Discussion follows. John and Michael, and any members interested, will form a committee to look into getting bids, and finding the hardware that would work best for our needs.

Meeting adjourned at 8:45 pm.

The next regular Board Meeting will be Monday, January 22, 2017 at 7:00 pm.

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