

**College Greens Swim and Racquet Club Board**  
**Wednesday, January 17, 2018 at 6:30 pm**  
**College Greens Swim and Racquet Club Clubhouse**

**MINUTES**

1. Call to Order at 6:31 by Ryan Petta.

Board Member Attendees: Audrey Bazos, Lolita Espindola, Jennifer Nelson, Ryan Petta, Will Schaafsma, Brian Stoddard, Jeff Taylor, Elena Thrower and Becky Blecha Woods.

Club Members in attendance: Logan Hoffman, Theresa Gordon, Robin Caruso, Lori Wisheropp

2. Minutes of October 16, 2017.

Vote

Approval of Minutes without edits moved by Jennifer Nelson, seconded by Lolita Espindola, and unanimous.

3. Capital Improvement Needs and Estimates

Discussion

- A. Pool heater.

Brian Stoddard reported that we have an estimate from Executive Pool Service for a dual unit pool heating system and he is waiting for an estimate from another pool company. He also shared that a dual-heater system would allow the pool to still get some heat if one unit breaks; a county/city permit is required for both a single or dual unit; the existing system is just dumping fuel and should not be used; and we should be able to set temperature for new unit and then leave it.

Brian will share second estimate with Board and provide a recommendation for vendor and system. Board members were reminded that if all board members are unanimous in approval, the vote can be handled by electronic mail.

Will Schaafsma commented that he would like to have the pool heater for lifeguard certifications scheduled for March 23-25. Brian said he would like to have the pool heater installed mid-February and it will take about 1-2 days to install.

The Board discussed adding a child lock on the door to the pool shed to limit kids from possibly entering and limiting access to change the temperature to Brian.

- B. Diving Board, Pipes, and Pool Deck.

Brian Stoddard is going to look at need and related time frame of need for club capital improvements.

- C. Priority of Capital Improvements

Discussion and Vote

*The Board discussed other potential capital improvements. Ryan Petta made a motion that the priority for capital improvement projects be as follows (1 is highest); seconded by Jennifer Nelson; and unanimous.*

1. *Pool heater*
2. *Diving Boards*
3. *Pipes*
4. *Pool deck*

#### D. Swim Team Proposal re: Pool Heater

Elena Thrower, on behalf of the CG Swim Team, brought forth a proposal for the CG Swim Team to pay for half of the pool heater, up to/no greater than \$7,500 with the following conditions:

- Pool heater installed and operational by March 31, 2018.
- Pool temperature will be set at 79 degrees.
- CG Swim team is not asked nor charged for gas usage associated with their pool use, other than Fall Swim after Club is closed for the season.
- If members are assessed to pay for other capital improvements, the rationale for assessment does not include pool heater.
- CG Swim Team will assess swim team families a \$20 fee to offset their contribution.

Proposal and conditions were discussed by the Board. Further discussion and vote will be postponed until after CGSRC has received estimates on pool heater and has answers related to pool heater temperature and gas usage. This item will be added to February meeting agenda.

#### 4. CGSRC-CG Swim Team Resolution

Discussion

Elena Thrower shared that the CG Swim Team has approved the resolution. A copy of the resolution will be sent to the CGSRC Board by Elena Thrower or Ryan Petta so it can be reviewed prior to a vote. This item will be added to February meeting agenda.

#### 5. Membership Survey

Discussion

Elena Thrower will mail out a survey in the next 1-2 weeks to members seeking input and thoughts for 2018 season. Board members are to send any questions to Elena and Elena will share draft survey with CGSRC Board prior to sending out to members.

#### 6. Financials

Discussion

Ryan Petta reported CGSRC has a balance of \$104,871. As a follow-up to October meeting, Ryan checked with Chase Bank on the interest rates for investments. They are currently at .25% for a fixed term CD. As the rate of return is low and limits access to funds, Ryan does not recommend tying up cash for such a low return. The Board discussed other financial tools that would allow funds to be invested at a higher rate of return- Jeff Taylor will share information with Ryan and Audrey Bazos.

Audrey Bazos and Ryan Petta will work to transition the treasurer duties to Audrey, go over financials, discuss potential minimum balances, and work on a budget proposal for the February meeting.

#### 7. Wait List

Discussion

Wait list is at approximately 200 people.

#### 8. Electronic check in

Discussion

Jeff Taylor has evaluated options for an electronic check in process but needs board input on what we want system to cover. This item will be added to February meeting agenda.

#### 9. Crab Feed

Discussion

At October 2018 CGSRC Board meeting, the Board agreed not to add a crab feed fundraiser to the 2018 event calendar due to last year's performance (loss of funds, cost of caterer, and competition with other crab feeds in area). However, board members have received input from members asking about

crab feed and requesting it be kept. The Board agreed to hold a 2018 Crab Feed with the following understandings:

- Will be held on March 3, 2018 with tickets set at \$60 including food and refreshments. Paypal will be set up by Ryan and added to website.
- Raffle baskets, if there are any, will need to be handled by a club member as a volunteer opportunity. If no volunteer to manage, raffle baskets will not be provided. Lolita Espindola will contact a member who handled the task for Sutter Middle School and see if they want to do so as their 2018 volunteer requirement.
- DJ. Teresa Gordon will see if Ruben Reynoso would DJ in exchange for Crab Feed tickets for him and his wife. If not, board will pull together a playlist.
- Caterer. Ryan Petta will contact Rudy's to see if they can cater and at what cost. If too expensive, will need to adjust crab feed to a different club event.
- Board members will be working the event and thus do not need to purchase tickets. Spouses will need to purchase tickets.

#### 10. 2018 Events/Dates

Discussion

March 3: Crab Feed

March 23-25: Lifeguard Certifications

March 31: Easter Egg Roll

April 15: Work Day

April 21: Opening Day. Club begins spring hours

May 5: CG Swim Team Green and Gold (AM)

May 5: Cinco de Mayo Event (PM)

June 3: Member Appreciation Barbeque

June 15: First Day of Summer Hours

June 30: Sparktakular

July 28: Work Day

August 18: Kid Campout

September xx: Movie Night

September 7: Luau Event

October 6: Oktoberfest and Last Day Club is open

October 7: Work Day

Board will contact musicians regarding playing club during summer (preference is weekdays) and add some Movie Nights to calendar. Discussed purchasing a projector and screen for club depending on cost.

#### 11. Employee Handbook

Discussion

Will Schaafsma is working with Hannah Torres to write an employee handbook. This item will be added to the February meeting agenda.

#### 12. Insurance requirement

Discussion and Vote

Will Schaafsma checked with insurance broker and underwriter as to when lifeguards are required to be in attendance. Insurance broker stated the following direction:

Swim Team events: CGSRC insurance policy does not cover swim meets as it is covered by separate insurance policy carried by CG Swim Team.

Parties/Club Events: Lifeguards need to be present for events with children and/or non-members.

Lolita Espindola indicated that that CGRC current policy requires lifeguards for booked events with children or non-members, as well as requiring a lifeguard for events where members are using the grounds. If the event is adult only in the clubhouse, no lifeguard is required.

*Ryan Petta made motion to repeal policy requiring swim team to provide lifeguards at swim team events since CG Swim Team insurance policy covers swim meets and events. It will be up to Swim Team to determine if they need/want to require lifeguards. Motion seconded by Audrey Bazos. Unanimous.*

### 13. Volunteering Opportunities and Sign Up

Discussion

Audrey Bazos provided a list of current volunteering opportunities and suggestions for additional opportunities. The Board brainstormed a list of volunteer opportunities, including luau, crab feed, movie nights and deep cleaning of kitchen and bathrooms.

Audrey suggested CGSRC provide an electronic sign up system for volunteer hours via sign up genius with a link on our website and volunteered to set it up. Board members agreed to electronic sign up (no vote taken).

### 14. February agenda items

- CGSRC-CGST resolution
- Pool heater estimate & vote (if not handled)
- Swim team proposal re: pool heater
- Financials/2018 Budget
- Electronic check in system
- Employee handbook
- Board email communication
- Crab Feed and March events
- Membership survey results
- January minutes
- Closed session - volunteer fees not paid - notifications to members.