

**CGSRC Board Meeting**  
**Monday, October 19, 2020 at 6:30 pm**  
**Via Zoom**

**Minutes**

1. Call to Order at 634. Board members present: Rudy Aldama, Audrey Bazos, Lolita Espindola, Michael Freeman, Jennifer Nelson, Ryan Petta, Melanie Shanley, Jeff Taylor, Elena Thrower. In addition, 2021 new board members - Charlie Wells, Jenelle Hemphill, and Olivia Carpenter - and member Lori Wisheropp.
2. 2021 Board. Board discussed positions including changing titles to more in line with duties (marketing and social), sharing activities (newsletter duty split between marketing and secretary) and moving duties around (volunteer hour tracking to marketing). No changes to titles or duties made.
  - President - Ryan Petta
  - Vice President - Jeff Taylor
  - Secretary - Jenelle Hemphill
  - Treasurer - Charlie Wells
  - Marketing - Elena Thrower
  - Membership - Olivia Carpenter
  - Operations - Michael Freeman
  - Social - Lolita Espindola
  - Director at Large/Snack Bar - Audrey Bazos
3. Bylaw change next steps. 139 people voted and all changes passed; attorney will update bylaws and finalize. Secretary needs to sign and then we can post. Ballots will go to Jennifer Nelson to put with Secretary files.
  - a. Audrey Bazos proposed phasing the fee increase at \$10 per year since it was the closest vote with 60% for and 40% against. Board discussed and agreed to go forward with a one-time increase.
  - b. Audrey will be issuing and asking member to updated EFT forms for additional fee. Will check with bank if can make it opt out.
  - c. Board agreed to extend 30 new invitations in January 2021.
  - d. Dues go up January 1, 2021.
4. Website
  - a. Website redesign. Lori Wisheropp proposed using Weebly over Go daddy. Weebly is \$180/ year plus \$940 for Lori to rebuild website. Proposal includes multiple editors for specific pages and a password protected area for members. Mobile friendly. 3000 hits average per month.
  - b. Member splash. Melanie Shanley suggested going forward with the online web-based platform that would manage membership, registration, photo check in, guest tracking, reservations/events booking, automated waitlist, point of sale, website with member only site, rained out app, and allow multi-users. \$3500 per year (membership plus website) with \$1500 in one-time startup costs. All payments would be converted to member splash and people can pay by credit card. Square is 2.60% plus 10 cents; not sure about member splash credit card fee. Lori and Audrey brought up concern on what website under member splash would look like compared to Weebly. Discussed also using member splash \$2000 package, does not include web services, and redesign website under Lori. Melanie will forward info to 2021 membership director to Olivia Carpenter.
  - c. **VOTE Ryan Petta moved motion to create subcommittee to look at converting to member splash of Melanie Shanley, Lolita Espindola, and Olivia Carpenter. Lori Wisheropp to look at website portion only. Second by Lolita Espindola. Unanimous.**

- d. Go Daddy (current website provider) is set to expire on December 1. Board agreed to extend Go daddy payment for 3-month block beyond December 1 to give time to review options and build up new website.
5. Operation items. Michael Freeman provided update on operation items.
  - a. Toilets installed in bathrooms and new roof on pumphouse.
  - b. Final workday on Oct 25, 2020 from 8-10 am. Ryan Petta will send out information to members and Lolita Espindola will develop sign up genius.
  - c. 2021 operation items
    - i. Diving board. Per code, pools need to be 12 feet deep for high dive and pool is 10.5 or 11 feet per pool deck label. Michael Freeman will measure depth of pool to gauge how short we are on depth. To make change to keep high dive would cost \$75,000. Michael will continue to evaluate diving board options - status quo, two low dives, something different, bringing out structural engineer to look at diving board.
    - ii. Kiddie pool. The kiddie pool is leaking and has on-going maintenance costs. Michael Freeman is going to look at options for repairing or replacing.
6. Request for Jolyn sale on November 1. Lolita Espindola received an email from a Jolyn rep to use Club or tennis courts for a trunk show at club on the first weekend in November on reservation basis. Board discussed - since we are not open to renting club or grounds due to COVID, Board is not comfortable with renting out to a non-member. Board open to allowing after COVID. Lolita Espindola will connect with representative and let them know we are unable to rent to them at this time.
7. Air quality standard for closure. Jennifer Nelson brought up setting an air quality index standard for not opening/closing club so members and lifeguards know at what point we will be closed. Board discussed options for what deemed unhealthy and what standard to use - Air Now or Purple air. No decision made.

Jeff Taylor will contact Cal OSHA to determine if there are standards for AQI or safety equipment we need to provide employees.

Michael Freeman recommended we put an air monitor for purple air on site. Will need to be maintained and calibrated.
8. Reservations. Audrey brought up that Oct 17 fully reserved and many didn't show. Board members will ask people to combine families where small. Ryan Petta and Audrey Bazos recommend overbook so 10 slots more. Board agreed and Lolita added slots.
9. Winterize website. Lori Wisheropp asked Board to review website to check to see if any edits/changes.
10. Emergency Contact. Board agreed that emergency contact can be primary member.
11. Tennis Key. Going forward, membership director will ask members cancelling membership to forfeit tennis key.
12. Electronic transmission forms. At this time, advised by attorney that electronic transmission approval needs to be hard copy signed by members. Ryan Petta will check with attorney if we can have this approved electronically.
13. Liability Forms. Membership director will need to identify process to make sure all are on file and communicate with VP/guards.
14. Code of Conduct for members. A code of conduct for members will be part of a January conversation with Ryan Petta and Jill England (attorney) when discuss policy handbook.

15. Photo Release Form. Melanie Shanley brought up need a photo release for new members. Will use the language used by CG Gators for a new form.
16. Photo Contest for Guest Passes. Melanie Shanley recommended holding contest including best photo contest to get a guest pass.
17. Movie/Sports Nights. Melanie Shanley recommended using screen and projector for showing popular sporting events in future.
18. Cable TV not working and Ryan Petta will connect with Comcast.
19. November and December board meetings cancelled.

Closed Session held.

Adjourn 9:28.

**Pending items for future meetings**

1. 2021 Calendar
2. 2021 Swim Team calendar
3. 2021 joint CGSRC-CGST meetings
4. Website and Member Splash Decision
5. 2021 Board position titles and duties updates
6. Code of conduct for members and review by attorney
7. 2021 Member survey
8. CGSRC Rules and Policies - Update and review by attorney for consistency with bylaws/legal
9. Member ask for aerobics/dance classes
10. Disaster/earthquake plan
11. Diving board plan
12. Pool pump motor back up purchase
13. Second phase of pipe replacement