

**College Greens Swim and Racquet Club Board Meeting
Monthly Board Meeting
Monday, May 22, 2017 at 7:00 pm**

MINUTES

1. Call to Order at 7:13

2. Roll Call

Present: Audrey Bazos, Anthony Bepler, Lolita Espindola, Jennifer Nelson, Ryan Petta, Will Schaafsma, Elena Thrower

Absent: Jessica Cohagan and Becky Blecha Woods

Additional Attendees: Jason Grass and Lori Wisheropp

3. Review and Approval of March and April Minutes

Discussion and Vote

Motion to approve March and April minutes made by Elena Thrower; seconded by Lolita Espindola; Unanimous approval

4. Member Issue/Request

Discussion

Member Jason Grass requested that the Board look into free membership for members who offer extra assistance to the Club. In past, Board members and Board member assistants did not have to pay dues and in at least one instance in the past, the Board voted to allow a member to swap services to clear balances. Jason has currently spent about 12 hours at the Club.

Board discussed –

- Would be nice to compensate members who offer additional assistance to the Club but not sure new bylaws and non-profit status allow;
- Any new membership class is an amendment to the bylaws that requires a vote by Club Members; however the Board is allowed to set dues and fees with some limitations. All members are currently required to pay dues (except honorary members – 3 members who do not use club much);
- Free membership no longer provided to Board members. Board is a volunteer position, offer their time/services for free, and receive no compensation;
- May be more expensive to hire/contract for services than it is to have members offer services for a membership;
- Get professional bonding and insurance when use vendors and don't necessarily get this when using members;
- Are there other members who would offer their time/services for free for maintenance/operation assistance?
- Provide a vendor contract for services? If do this route, should it be posted on website and open to all members to apply to ensure that it is fair and open?
- Where do we draw the line at members who come to the Board and want to swap their time or services for membership?

- Is there a way to develop a bank of hours that can be cashed in to pay for membership?
- A number of expensive capital improvements (pipes, pool deck) are in the near term and the Club will need funds/dues to pay for these items.

This topic will be added to the June Agenda.

5. Plumbing issues

Discussion

Anthony Bepler discussed that there are three issues at play – hitting dirt when pipe snaked, underground galvanized pipe broke on grass island, and turning water main off and on has caused rust flakes to build up. Won Chang is working with Anthony to meet plumbers as they will need to scope the pipe with a video to see where issue is. All issues center on Club’s galvanized pipes are deteriorating and will likely need replacement.

Funding of re-piping will be added to the June Agenda.

6. Code of Conduct

Discussion and Vote

Attorney comments received on Code of Conduct and shared with Board via email prior to meeting. Board discussed attorney recommendations on drug policy, posting of photos on social media (CG Swim Team has a release of photos for all swim team members), and drug testing process. Attorney recommends not doing any drug testing based on no drug policy/code of conduct in place or communicated to employees. Club will drug test if a violation of Code of Conduct is brought to the Board after Code of Conduct is signed by lifeguards and Board votes as appropriate action. Future employee handbook will address this issue.

Motion to approve CGSRC Code of Conduct with clarifying edits from attorney on drug policy moved by Elena Thrower; seconded by Ryan Petta; Unanimous approval.

7. Informal parties

Discussion and Vote

Lolita Espindola brought concerns regarding a number of informal parties at the Club (multiple members bring in 10 non-member guests, claim an area, and have a party); lack of tables/space for contracted parties; and a party that was donated by a member in a silent auction but was transferred to a non-member, went beyond attendance limitation after told only up to 35 due to space, and brought their own barbeque without notification. Board discussed that Club was full over the past weekend and it looked like there were multiple parties even though only 3 parties booked.

Informal policies Board agreed to:

Designated party areas would be held for reserved parties – by tree on south east corner by gate; on lawn in front of east barbeques; and by sport court near north barbeques.

Lifeguards will place a table, a suitable number of chairs based on reservation size, and a reserved sign in reserved party areas.

Parties in earlier time slots will need to leave promptly at their end time if there is a follow on party. Lifeguards will remind party organizers when they check in.

Parties will have individual sign in sheets. Lolita to print out template and give to lifeguards.

Wrist bands will be used to identify the kids that can swim one length of the pool at school parties. Will discuss at June Board Meeting if need to issue wrist bands to party goers.

Lolita Espindola will contact member who donated party reservation in an auction to let them know difference in fee is required due to larger party size and deposit is lost (due to holding larger party size after explicitly being told cap of 35). Lolita Espindola will also inform her that parties are non-transferable.

Motion to limit member guests during the summer season to 4 people on weekends only (remain at 10 during week) was moved by Ryan Petta; Seconded by Lolita Espindola; Unanimous.

Motion to make party reservations non-transferable was made by Jennifer Nelson; Seconded by Lolita Espindola; Unanimous.

8. Update from Swim Team Representative

Discussion

Elena Thrower, President of CG Swim Team Board stated that Swim Team Board is fine with CGSRC-Swim Team resolution and has sent out latest to CGSRC Board. It will be brought to June Board Meeting for vote to finalize.

Sharing of attorney fees was agreed to by Swim Board. It will be split based upon member proportional share (members on club: members on swim team). Ryan Petta will coordinate with Elena Thrower on reimbursement.

9. Concert on July 6, 2017

Discussion

Lolita Espindola was contacted by a member who wanted to know if the Club would like to host a free concert to members on July 6, 2017 from 6-8:30. No charge for band to play. Board was agreeable as long as hours are obeyed. No parties to be booked that day.

Lolita Espindola will contact member to say Board agreeable and will contact El Festival (owners are member of Club) to see if they would like to sell tacos at event. Elena Thrower to advertise event on social media.

Anthony Bepler discussed that if the event turns out well, it may be worthwhile to repeat in the September and/or October. All present agreed.

10. Diving Board rust

Discussion

Audrey Bazos brought up that high dive support has some rust and may need to be replaced. Integrity of diving board is not an issue. Anthony Bepler stated that piece in question is made of steel and was powder coated a few years back to avoid rust. When replace will likely need to be in stainless steel to avoid future rusting issues and may be a custom job.

Anthony Bepler will contact pool companies/manufacturing companies to get bids. Item will be placed on June agenda.

11. Updates on Pending Projects and Reports from Board Positions

- Cal-OSHA signs: Jessica Cohagan is working to finalize; should be posted by June 1.
- Policy and procedure handbook: Jennifer Nelson is working on it.
- Employee handbook – attorney quote: Ryan Petta will follow up with attorney and bring to June meeting.
- Non-profit reinstatement: Ryan Petta stated that IRS has received packet and it is under review
- Phone is now working and has been limited to outside phone. 383-1920
- Defibrillator and requirements/process: Ryan Petta will look into and bring to June meeting.
- Tennis Summer 2017: Elena is waiting to hear back; will contact Lori Morris for names.
- Summer club events
 - Open Memorial Day May 29 with Sunday hours.
 - Parent Night out June 2, 5:30-8:00. Need to make reservations with Lolita, ages 4-11. Pool closed. 20 kids max. Volunteer slots filled. Pizza and a movie.
 - Sparktakular July 1, 2017. No guests; Volunteer jobs available – 2 people to help with prep activities on June 30 from 4-8), and 4 people to held on day of with activities (cupcake eating contests, splash contest, blow up races); Ryan Petta will connect with people who run fireworks
 - Free concert on July 6.
 - Jenny to include in newsletter and Lori to add to website
- Legacy Guest option: Audrey discussed a possible legacy guest option. Long-time members would give up membership for a “friend of the club” offering and would allow wait list families to be added.
 - Lori Wisheropp indicated that any proposal would need to address guests, certificate, parties, fee, and number of visits.
 - If a proposal moves forward, it will need to be approved by Board and brought to AGM for a vote.
- Rules signs and capacity signs –Audrey check with lifeguards so can they can be hung,

12. Pet policy

Discussion and Vote

Pets are not allowed at Cabana Club at any time. Motion made by Ryan Petta, seconded by Lolita Espindola, unanimously approved

13. Wood with nails in it and a hole from PG&E repairs.

Discussion

Ryan Petta will work to get items removed and hole filled.

14. Recycling bins needed.

15. Closed Session

16. Adjourn at 9:45