

Rancho Santa Teresa Swim & Racquet Club 286

Sorrento Way, San Jose, CA 95119

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



September 2018 Minutes
Rancho Santa Teresa Swim and Racquet Club
Board of Directors Meeting
Monday September 24, 2018

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

Board Members Absent: None

Staff present: Amy Razckowski, Luke Brown

Town Hall: Marlin Jones, member since 1970 and Guy Omictin, with the Santa Clara Valley Orchid Society

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

Town Hall: Guy is a member of Rancho Santa Teresa, representing the Santa Clara Valley Orchid Society. The society is here to request the facility to use for their monthly board meeting. The board has ten members, and they are a 501c5. They meet the third Wednesday 7:30-9:30 pm of the month. In exchange, they can provide demos and a small orchid show whenever the club thinks it would be a good time to do that.

Marlin Jones is here to talk about his request for handicap parking. He requested a spot to be put in last year and hasn't heard back. He asked in the office, and was told we would be doing it. He doesn't see a spot, and he wants to find out why. Dirk responds with the information that has been gathered since they last spoke. Norm has been researching everything involved in the spot, and is able to explain the problems we are facing with the handicapped spot. Discussion follows.

Motion: Norm makes a motion to approve the August minutes as amended. Dirk seconds. Passed by majority.

Staff Report:

Alana prepared 6 HOA packets, 33 total in 2018. There are 11 accounts past due more than \$400, with a combined total of \$6954. The total owed by 59 delinquent accounts is \$14,733.

Luke Brown presents his Facility Report. Over the past month he picked up the diving board at the shipping location, and delivered it to the club. He installed the new diving board, tightening all new hardware to manufacturer's torque specs. He replaced two steps on the

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diving board. He installed a new chemical feeder pump for the main pool, fixed the spa pump leak on the pump seal, filled propane tanks, and downloaded the security footage from August 9th, of the man slipping off the diving board. He installed a new 6 TB hard drive to extend the storage capacity of our surveillance system.

Director's Reports:

Dirk: Oktoberfest planning is moving forward for October 13th.

Vic: Presents his report starting with the Balance Sheet. Next, Vic shows the P/L summary. Then Vic shows us the PG&E Actual charges trends and the gas usage data.

Amy and Luke leave the meeting.

John: Nothing

Christine: Nothing

Jack: Nothing

Michael: Nothing

Norm: Nothing

Hot Topics:

Contractor bids for front entrance: The cost is very high and may need to be split into a two-year plan to offset the one time costs. Part one would be the front steps and entry as well as the handicapped parking spot, and part two would be the ramp itself. Discussion follows.

Insurance Claim: The insurance company will be by to see the diving board, and no board members or employees should talk to the insurance representative except Alana.

Lawyer selection to amend by laws: Dirk has two price quotes, Pratt Associates are \$6000 flat fee for by law change, or \$425/hr. Davis Stirling, who has done work for us before is \$3000, and a reduced hourly rate for follow up help in court.

Motion: Michael makes a motion to hire Davis Stirling to fix our bylaws to reflect an Associate Membership program, not to exceed \$5000. Dirk seconds. Passed by majority.

2019 Budget planning; The budget has been made to reflect the Associate Membership program, but there needs to be a second budget to reflect the numbers if we loose the summer program. Mike and Vic will work on it this week and the board will vote to approve the budget when they are done.

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Orchid Society request for meeting place is discussed, it is not a good fit.

Fall Membership meeting is October 14th at 7:00pm.

Meeting adjourned at 9:30 pm

The next regular Board Meeting will be Monday, October 15, 2018.

Respectfully Submitted By: Christine Francis, Board Secretary.