

# 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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January 2017 Minutes  
Rancho Santa Teresa Swim and Racquet Club  
Board of Directors Meeting  
Monday, January 16, 2017

Board Members Present: Dirk Seidel (President), Vic Haddad (Treasurer), Christine Francis (Secretary), Norm Collier, Lars Samson and John O'Byrne

Board Members Absent: Jack Winchester

Staff present: Alana Martinez, Luke Brown

Guests Present: Jae Cecilio, George Yanda

Call to order: Dirk calls the meeting to order at 7:00 pm

Review December board meeting minutes.

*Motion: Norm moves to approve December minutes as amended, Dirk seconds. Passed by majority.*

## **Town Hall:**

George Yanda presents a petition to the Board signed by 13 members regarding the handicap needs for the front steps leading up to the club.

Jae Cecilio introduces us to Michela with Troop 60816 requesting the use of the Clubhouse for their Journey event on March 12<sup>th</sup> 9-5 pm for younger girls to earn their badges. They are open to any day depending on availability.

## **Staff Report:**

Alana presents her report. There have been lots of dues payments coming in and being processed. The hall or lounge is rented out for every weekend coming up through February. The past dues are also piling up as well. Reminder letters will be going out to people past due over \$700 to get people onto a payment plan.

Luke Brown gives his report. He has been busy fixing various things around the facilities. He has fixed the exposed, open outlet in the main hall, fixed the door latch in the men's room, helped set up and clean up on New Year's, removed the 10 HP pump to inspect for wear, replaced the dimmer switch on the main hall chandelier lights, fixed the fixture in the women's room, blew off the leaves from the tennis courts, cleaned the gutters all around the club preparing the place for the coming rain, the two Wi-Fi thermostats are working well, removed the starting blocks and stored them in the men's room, and other things around the club. He

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is constantly adding to his to do list, and goes over some of the jobs on there: He will be repairing the double doors to the game room, and looking at the kitchen sink faucet to repair the water pressure, and install a aerator, finish the main pool pump concrete pedestal, he will be helping facilitate the pool re-plastering job, he is in contact with a temporary fence company to put around the pool during construction. Luke has a question regarding the refilling of the pool; the exiting fire hydrants are across the street. He is looking into a refill system. Luke is thanked for his time and leaves the meeting.

## Directors Reports:

Dirk: Movie night had more people than last time; there were nine people last Friday. He will look at the calendar with Alana to see if there is an open date in February, if not he may have to skip and have the next one be in March.

Treasurer's Report: Vic presents the December Balance Sheet, and then the January-December 2016 P&L Summary. There are a few lifeguards who still have not cashed their paychecks from last summer. Alana will call them to remind them to deposit their paychecks. Some of the uncleared checks are also \$500 deposit checks people forget to cash. Vic and Alana will look into this number of uncleared checks. Vic examines 2013-2017 insurance trends. Vic is unsure what will be found with the upcoming audit but is hoping it will be in our favor. Vic presents the minimum wage sizing impact 2017-2019 report he has been working on. Looking forward to 2019, minimum wage will be \$15 per hour and wage increase can be projected based on this information. City of San Jose has a higher minimum wage than the State of California, and we have to abide by the City minimum wage based on the Bay Area Consumer Price Index. Rate increase is discussed, it will be very important to increase dues by Fall 2017. The spring meeting will be a good time to let the members know the impact of the minimum wage increase and prepare members for a dues increase request.

John: A few parents have contacted him regarding lessons for their children. There are about eight members interested in lessons, and Dirk has spoken to Tom regarding member lessons. If Tom's plan looks reasonable, we can move forward with him. John continues to work with parents on their children's needs according to their current abilities and needs.

Norm: Burkett began draining the pool today, and will be back in tomorrow dropping off a couple more pumps. They should start Wednesday is what Norm was told. Rain is forecast for Wednesday, so the chance of work starting that day is 50-50. The pool replaster schedule is reviewed.

Christine: Nothing

Lars: Nothing

Jack: Not present

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## Open/ Old Business

New Year's Eve party was not heavily attended, low participation and high cost did not justify the event. The DJ contract will be discussed in the next month and we need to decide if we will be having a New Year's party next year. In the past, there have been 100 people in attendance but this year maybe 30 people attended.

Super Bowl Party is discussed. Dirk will test out the Direct TV connection here in the Lounge and make sure we're up and running. He will announce it in the Newsletter.

## New Business:

Sunday, March 26<sup>th</sup> at 7:00 pm will be the Spring membership meeting. The budget will be presented, and town hall questions will be answered.

The wheelchair ramp is discussed. Members are getting older and attention to mobility is becoming necessary. There will need to be a multi year plan to respond to the members. The fact is, we need to be ADA compliant for the aging members, whether we are "Grandfathered in" or not. A railing on the front steps that eventually needs to be replaced, and a ramp on the back steps may be an acceptable short-term answer to the members. Another place to examine would be the back hall to the bathrooms up in the clubhouse, and then the bathrooms down by the pool. Dirk will respond to the Town Hall request, we will be looking into this matter by getting estimates and examining our options. Luke may know someone who can help us, and we will ask him for ideas as well.

Pay increase for our newsletter carriers is discussed. Currently, they are making on average \$35 per carrier per month. This amount has been the same for years. It takes the kids around 4 hours to stuff and deliver the newsletters.

*Motion: Dirk makes a motion to increase the base pay for carriers from \$23 to \$25 per month. Vic seconds. Passed by majority.*

Jennifer Fusilero maintains our website at lease once a month, this ongoing job will help throughout the coming year.

*Motion: Dirk makes a motion to grant Jennifer Fusilero a 50% discount on 2017 dues. Vic seconds. Passed by majority.*

Alana leaves the meeting.

Salary increase is discussed. Some adjustments will need to be made in March or April. The upcoming minimum wage increases are discussed as well. Wages will need to be determined on a person-by-person basis based on each person's job description and past

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performance. The job announcements will be put in the newsletter to prepare potential hires. Every employee will be CPR certified.

*Motion: Dirk makes a motion to hire Sedi for the position of Activity Coordinator at the agreed hourly rate starting February 1, 2017. Vic seconds. Passed by majority.*

Meeting adjourned 8:55 pm

The next Board Meeting: February 13, 2017.

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

**Date:** \_\_\_\_\_