

# Rancho Santa Teresa Swim & Racquet Club



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Stacy Valenta (President)

Ali Kiehn (Vice President)  
Michael Kirtland (Treasurer)  
Brian Rice

Arian Collen (Secretary)  
Vic Haddad  
Kim Kleiner

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## Board of Directors Meeting Final Minutes January 22, 2024

### Item Subject

#### 1. Call to Order

Meeting was called to order at 5:03 p.m.

#### 2. Approval of Minutes

##### **December 11, 2023 Board Meeting**

Action: (7-0-0) Ali moved to approve minutes for the November 13<sup>th</sup> and 28<sup>th</sup>, 2023 board meetings. Brian seconded the motion.

#### 3. Town Hall

Joey Wycoff with Santa Teresa High School water polo is requesting use of the Hall/Lounge for the team's annual awards night. Last year, the board agreed to waive the rental fee given the large number of club members on the team, with the group paying the cleaning fee and providing the necessary insurance. Board briefly discussed.

Action: (7-0-0) Michael moved to approve the fee waiver. Brian seconded the motion.

Member John Jackson presented his request to host a Red Cross blood drive using the Hall/Lounge. The board discussed the use with a fee/cleaning waiver given the overall community benefit, with the requirement to have the necessary insurance and non-members required to fill out the indemnity forms.

Action: (7-0-0) Arian moved to approve the use by Red Cross with John as the point of contact with a fee waiver. Kim seconded the motion.

May Lin who had sent a letter to the board about her past due balance associated with her mom's account. She is requesting that the account be pulled from collections and allow her to pay the current balance.

Action: (7-0-0) Ali moved to approve pulling the account from collections and require Mrs. Lin to pay Rancho the currently outstanding amount, less the late fees, and Mrs. Lin must pay any current fees due to collections company no later than February 15th. Brian seconded the motion.

#### 4. Facilities/Club Activities

##### **A. Review SMA Report Requirements**

- No discussion and pushed to February

## B. Reserve/Facilities Items

- **Clubhouse doors:** Terrie still reviewing options and vendor logistics
- **Upper Deck Repair vs. Replace:** Board discussed options to move forward on repair or long-term replacement. In short term, areas will be marked with paint, signs will be posted and board will finalize long-term plan.
- **LED Lights for Globe Fixtures:** Luke will test a new globe fixture
- **New Chaise Lounges and Tables for Pool Deck:** Board discussed
  - i. Adding two tables (yellow) to the main deck for approximately \$3,500
  - ii. Replacing five tables (blue) to the upper deck for approximately \$8,000
  - iii. Adding 10 chairs for \$1,500.
  - iv. Per the SMA report 10 chaise lounges will be purchased with the reserve funding for approximately \$3,000.

Action: (7-0-0) Arian moved to approve purchase of 7 tables and 10 chairs for approximately \$13,000. Michael seconded the motion.

- **Fence Quotes:** Terrie presented costs for replacing fences per SMA report. Cost higher than outlined in report and board will review during future meeting.
- **Pool Pumps:** Terrie noted pumps needing replacement for the main pool and spa for a total of approximately \$8,000.

Action: (7-0-0) Brian moved to approve purchase of the two pumps for approximately \$8,000. Ali seconded the motion.

- **Adult Pool Coping and Main Deck Concrete:** Terrie will be working to get quotes for various pool deck and pool coping repairs.
- **Water Fountain:** Luke will update the water fountain with a gooseneck water bottle filler for approximately \$500.
- **Solar Update:** Solar system went live on January 19<sup>th</sup>.

## 5. Office

### A. Dues Summary & Delinquent Dues

7 accounts are two quarters behind, and 83 accounts owe for one quarter.

### B. Homeowner Collections Request Discussion

Discussed in Town Hall

## 6. Director Section

### A. Associate Members

93 associate members have paid, 4 are pending payment, and remaining 3 open spaces are pending responses from waitlist.

### B. Tennis Contract:

Board discussed Tom's request to use the courts on Tuesday 2/20, 5/28, 6/18 in lieu of the adjacent Monday.

Action: (7-0-0) Arian motioned to approve the adjustment. Kim seconded the motion.

### C. Boy Scouts:

Scouts have until end of January to remove shipping container in parking lot and if not complete will no longer have access to the club for events.

### D. Super Bowl Party Budget

Board discussed a budget of \$300 for the clubs party which is within staff authority.

### E. Summer Staff Hiring

- Applications: due in January/February
- Interviews: February 24<sup>th</sup> & 25<sup>th</sup>
- Lifeguard Recertification: March
- Staff Training: March 23<sup>rd</sup> & 24<sup>th</sup>
- Opening Day: April 1<sup>st</sup>

Board discussed summer schedule and reimbursing for lifeguard certification (\$275 new and \$200 recertification).

Action: (7-0-0) Kim motioned to approve paying for the Lifeguard Certification. Ali seconded the motion.

Action: (7-0-0) Ali motioned to approve pay rates of \$20.55/hr + \$1/hr bonus for Supervisors (McKenna, Mackenzie, Kaylin). Brian seconded the motion.

### F. Swim Lessons

- **Private Lessons:**
  - Member (6): \$340
  - Member (4): \$255
  - Nonmember (4): \$330
  - Nonmember (6): \$450
- **Semi-Private:**
  - Member (6): \$250
  - Member (4): \$185
  - Nonmember (4): \$250
  - Nonmember (6): \$355
- **Group Lessons**
  - Member: increase from \$205 to \$220
  - Nonmember: increase from \$300 to \$340
- Pay rate for private and semi-private lessons increase from \$20 to \$25

Action: (7-0-0) Arian moved to approve guard pay rate of \$25 per lesson. Michael seconded the motion.

### G. Sea Otters

Tryouts on March 8<sup>th</sup> & 9<sup>th</sup> and re-tryouts on April 5<sup>th</sup> & 6<sup>th</sup>

### H. Summer Pool Hours

- April 1-7
  - Mon-Sun: 1pm - 7pm
- April 8 – May 26
  - Sat/Sun: 1pm-7pm
- May 27 Memorial Day
  - 12:30pm – 7pm
- May 28 – June 7
  - Mon-Fri: 3:30pm – 7:00pm
  - Sat/Sun: 1pm – 7:30pm
- June 8 - August 7
  - Sun – Thur: 12:30pm – 7:30pm
  - Fri/Sat: 12:30pm – 9pm
  - July 4 – 12:30pm – 7pm
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- August 8 – Sept 2
  - Mon – Fri: 3:30pm – 7pm
  - Sat/Sun: 1pm -7:30pm
  - Labor Day: 12:30pm – 7:30pm
- September 3 – Sept 29
  - Sat/Sun: 1pm – 7pm

**7. Board Position**

Board discussed current positions. No changes were made

- President: Stacy
- Vice President: Ali
- Treasurer: Michael
- Secretary: Arian

**8. Future Meeting & Agenda Items**

The next board meeting will be on February 12, 2024 at 6pm

Meeting was adjourned at 6:46pm