

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

Board of Directors Meeting *Final Minutes* April 17, 2023

Item Subject

1. Call to Order

Meeting was called to order at 7:32 p.m.
All board members were in attendance. Luke from staff was in attendance.

2. Approval of Minutes

March 20, 2023 Board Meeting

Action: (6-0-1) Brian moved to approve minutes for the March 20th board meeting minutes. Kim seconded the motion. Michael abstained as he was absent from the meeting.

Document Filed: March 20, 2023 minutes

3. Town Hall

• **Sea Otters Service Project Update**

- Edie President of Sea Otters noted that the sea otters would be working throughout the Club on May 13th doing a general cleanup and misc. maintenance projects. Edie requested a Club donation of \$500 for stain/paint and supplies.

Action: (7-0-0) Arian moved to approve the \$500 for paint/stain/supplies. Michael seconded the motion.

• **Summer Lap Swim**

- Maya deVries questioned if lap swim could be offered during the summer beyond the 5am-7am time due to the loss of the summer 9-11am time. The board discussed options including a late night option or allowing one lane during the normal operating hours.

Action: (7-0-0) Arian Motioned to allow lap swimming in one lane from noon-1pm Monday-Thursday from June 14th through August 8th. Brian Seconded the motion.

4. Facilities

A. **Good Neighbor Fence Update**

Fence was completed.

B. **Indoor/Outdoor Kitchen Water Leak**

Leak in the wall has been fixed and a minor leak in the sprinkler system valve was found and will be fixed by Luke.

C. Electric Heaters for Pools/Spa

Item deferred pending more info from vendors

D. Décor Closet Clean-Up

Lars will request Luke to install shelves and then the closet can be cleaned.

E. Game Room Update

Lars noted that we got a new air hockey table which will be installed soon. New pool cues, shuffle board sticks, and volleyball court line markers. New sand is pending further discussion.

5. Summer Staff

A. Spring Break Week Debrief

Lars provided a recap noting the week went really well, including the Easter events.

B. Sea Otters Hopeful Swim Lessons

Lars noted there are many first time Sea Otter kids requesting swim lessons.

C. Work Permits/Schedules

Stacy highlighted the need to follow the working rules around various age range of staffers. Ali noted she had spoken to the ST High staff overseeing work permits. A brief discussion ensued regarding scheduling, work permits, and priority for hours based on lifeguard certification.

6. Office

A. Dues Summary & Delinquent Dues

Zero current members with delinquent dues balances. 46 members will over \$200 due.

B. Activities Survey

Approximately 100 responses have been received.

7. Director Section

A. Solar Update

Tentative start date May 8th for solar installation to begin. Pending further info on impacts to club and pool operations.

B. Financial Update

Michael noted he had sent the financial info to the board for review. He also noted March expenses were slightly higher and will continue to monitor.

C. Drought Tolerant Landscaping Update

Arian noted that the inspection has been completed and measured at 19,869 sqft which would result in a rebate of approximately \$40,000.

D. Increasing Club Manager Credit Card Limit

Stacy noted the need to increase the Club manager spending limit to \$5,000

Action: (7-0-0) Vic moved to approve the increase of the manager spending to \$5,000. Brian seconded the motion.

8. **Executive Board Meeting** – *Not Open to Public*

A. **Year-Round Staff Evaluations & Pay Increases**

Stacy noted that evaluations have been written for Luke, Terrie and Kathy. Stacy recommended increases for the following staff (Luke, Terrie, Kathy, Amy, and Riccardo)

Action: (7-0-0) Arian moved to approve the increases as noted above. Ali seconded the motion.

B. **Civil Lawsuit Discussion**

• **New Indemnity Language**

Stacy noted the discussions with the attorney recommended that all vendors or groups and all users of the club facilities through those vendors/groups need to have an indemnity and hold harmless signed and in place. Staff will begin implementing the agreements and processes to better comply with the recommendations.

• **ADA Compliance Information**

Stacy provided an update on the attorney's recommendations around ADA compliance and impacts to the club.

9. **Future Meeting & Agenda Items**

The next board meeting will be on May 15, 2023 at 6pm.

Meeting was adjourned at 9:17 pm