

# 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 *Public Minutes* January 30, 2023

### Item Subject

#### 1. Call to Order

Meeting was called to order at 6:01 p.m.  
All board members in attendance along with Luke, Lars and Terrie from staff

#### 2. Approval of Minutes

##### **December 19, 2022 Board Meeting**

Action: (7-0-0) Ali moved to approve minutes for the December 19, 2022 board meeting. Brian seconded the motion.

Document Filed: December 19, 2022 minutes

#### 3. Town Hall

- Board discussed member request for access to the game room on evening and weekends, specifically to play ping-pong. The board agreed that Stacy would communicate that if the member wanted to take ownership of an ongoing game room night open to members the board would be supportive of approving, otherwise the game room will open in the spring with the pool.

#### 4. Facilities

##### **A. Main Pool Lateral Filter Replacement**

Luke noted that the parts are fixed and will install in February.

##### **B. On-Going Maintenance List Update**

Luke noted the following:

- Water fountain fixed
- Tennis fence screening partially done
- Some signage will be replaced due to age/fading
- Reminded board to bring items/issues to his attention and will be added to his work list
- Misc. projects

**5. Office**

**A. Dues Summary & Delinquent Dues**

Terrie presented the status of dues payments and delinquent dues. Final notices will be sent to two members.

Action: (7-0-0) Ali moved to send final notices to the eligible members. Michael seconded the motion.

**B. 2023 Associate Membership Status**

There are currently 31 vacant associate member positions based on the board approved limit.

- 11 Associate Members chose not to return
- Additional 20 spaces opened for 2023
- 19 from waitlist declined
- Waitlist is approximately 150

**C. Back Pool Issues – Conversation with Attorney**

Terrie provided update from attorney regarding guidance on boards ability to restrict access to the back pool for safety concerns. Attorney guidance was that we could not restrict based on age. The board continues to feel strongly that the risk of an unsupervised drowning is worth continuing to consider options to limit access.

**D. Vendor Contract Status**

All contracts have been executed for 2023

**E. Proposed Summer Pool Schedule**

Lars provided update, including:

- Opening Day: April 10<sup>th</sup> which coincides with OGSD Spring Break
- Last Day: October 1<sup>st</sup>

**F. Supervisor & Staff Hiring**

Lars provided an update on the process and will take the lead on interviews and invite board members to participate.

**G. 2023 Staff Rates of Pay**

Lars noted his recommended hourly pay rates for 2023

- Lifeguards: \$17/hr (SJ Minimum Wage)
- Sr. Lifeguard: \$17.50/hr
- Supervisor: \$20/hr
- Group Lesson: Guards hourly rate
- Private Lesson: \$20/hr
- All positions eligible for \$1/hr bonus for all hours worked if they honor their committed start and end dates at time of hire

Action: (7-0-0) Arian moved to approve recommended pay rates as noted. Brian seconded the motion.

**H. Fencing Replacement**

A neighbor to the south of the back parking lot requested to replace shared fence, but bid provided was higher than board agreed was reasonable and Lars will communicate that additional bids would be required before board approves.

**6. Director Section**

**A. Solar Update**

- Permit was approved by City of San Jose
- Schedule install TBD

**B. New Bank of the West Signature Card**

President, VP, Treasurer and Secretary must complete new bank signature cards

**C. Review Current Financial Policy**

Subcommittee consisting of Michael, Stacy, and Brian will meet to review existing policy and make recommendation to board on any potential updates.

**D. Review of Current Financials**

Net Revenues after Estimated Taxes = \$36,000

**E. 2022 SMA Report**

Board briefly reviewed reserve study and recommended project lines  
Board will review further at upcoming meetings

**F. Drought Tolerant Landscape**

Subcommittee consisting of Ali, Arian, and Kim will meet to move project forward, including getting competitive bids and bring actionable items to the board.

**7. Future Meeting & Agenda Items**

The next board meeting will be on February 27, 2023 at 6pm.

Meeting was adjourned at 7:32 pm

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

There was no separate Executive Meeting