

Rancho Santa Teresa Swim & Racquet Club

286 Sorrento Way, San Jose, CA 95119
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	Arian Collen (President)	
Vic Haddad (Treasurer)		Stacy Valenta (Vice President)
Michael Kirtland		Ali Kiehn (Secretary)
Brian Rice		Tom Jacopi

Board of Directors Meeting *Approved Public Minutes* August 15, 2022

Item Subject

1. Call to Order

Meeting was called to order at 6:00 pm
Board Members - Ali, Brian, Stacy, Arian, Vic, Michael, and Tom
Staff members present – Terrie, David

2. Approval of Minutes

July 25, 2022, Board Meeting

Action: (6-0-0) Stacy moved to approve minutes for July 25, 2022. Tom seconded the motion.

Documents Filed:

July 25, 2022, APPROVED PUBLIC minutes
July 25, 2022, APPROVED EXECUTIVE minutes

3. Town Hall

Aqua Aerobics update

- Sandy will be moving out of the area and Amy and Darlene want to take over the class starting October 1st.
 - Amy and Darlene sent an email to the board dated 8/15/22 about their intent. They are both working on their certification. They will review the contract that Sandy has in place to see if it works for them.
 - Current Aqua Aerobics contract is through the end of the year. We will renegotiate a new contract at the end of the year if they want to continue.

4. Staff Reports

Facilities Update

- Solar Update
 - Still don't have permit from City of San Jose. No start date for installation.
 - Install will likely not be in October.
- Stucco Project Update
 - Project is complete and passed final inspection.
- Tables on pool deck
 - Need to do a deep cleaning of the tables (top and bottom) on the pool deck at the end of the season.
- Storage bin
 - Terrie to talk to the Boy Scouts about moving the storage bin that is next to the trash dumpster. It is interfering with the weekly trash pickup.
- Tree trimming
 - Need to look at trimming the trees around the property in the fall.
- Pool hours
 - The pool will be open only on the weekends after Labor Day.

Office Manager's update

- Due's summary & delinquent dues
 - Need to put a lien on Account #4646-66.

Action (6-0-0) Stacy motioned to approve to send one property to collections on August 20th if not paid. Brian seconded the motion.

	Final notices: Sent on 8/2 ; Will send to ASAP on 8/20 if not paid	
1	4646-66	\$470

- USPS late notices were sent on 8/2 to 13 properties that have \$200 or more past due
- There are 21 properties with \$100 or more past due.
- Labor Day update
 - It will be run like 4th of July: games will be played on the hour. There will be six games and candy for prizes.
 - Watermelon and root beer floats to be provided.
- End of season
 - David and Jakob will be supervisors through the end of September.
 - Need to do staff reviews before Jillian leaves.

- Swim lesson update
 - Not taking any more reservations for private lessons. We have made approximately \$60K on lessons.
 - We have staff interested in teaching fall swim lessons and there is still community interest.
 - Supervisor can coordinate the high-level communication with families and then pass it off to the guards.
 - Increasing lifeguard hourly rate for Fall swim lessons by \$5. The cost of the lessons will also increase by \$5.
- Back pool update
 - The back pool was changed to a quiet pool approximately six years ago. Terrie to talk to lawyer about what the law says about the use of the pool.
- Square update
 - Board will investigate whether the cost for guest passes should go up.
 - Need to look into how to deal with the Square costs. Terrie to bring data to the next meeting.
- Fall election
 - Vic will run again.
 - We have one application so far.
 - Applications are due on August 24th by 5:00 pm.
- Club and office manager hiring
 - Terrie spoke with candidate interested in the Club Manager position, and he is still deciding if he is interested.
- Reserve Study
 - Board would like to get an update on the Reserve Study

Action (6-0-0) Arian motioned to approve \$1000 for reserve study update. Tom seconded the motion.

- Music on the pool deck
 - We will change the rules for the hall rental to say that there is no music allowed on the outside deck when the main pool is open.
 - When the main pool closes, they can have music on the outside deck until 10:00 pm.

4. Director's Reports

- Financial Update
 - Monthly financial updates for period YTD sent to the board on 8/11/22.
 - \$52K through July 2022 for reserve.
 - \$90K estimated to go into reserve at the end of the year.

5. Executive Session

- Club and office manager
 - Need board members to interview candidate in the coming week.

6. Future Meeting & Agenda Items

- The next regular, monthly Board meeting is scheduled for September 19, 2022, at 6:00pm.
- Meeting adjourned at 7:02 pm.