# Rancho Santa Teresa Swim & Racquet Club

### 286 Sorrento Way, San Jose, CA 95119 Phone (408) 227-5758 \* Fax (408) 225-6325



Vic Haddad (Treasurer) Michael Kirtland Brian Rice Arian Collen (President)

Stacy Valenta (Vice President) Ali Kiehn (Secretary) Tom Jacopi

### Board of Directors Meeting Approved Public Minutes September 19, 2022

#### Item Subject

#### 1. Call to Order

Meeting was called to order at 6:03 pm Board Members - Ali, Brian, Stacy, Vic, and Michael Staff members present – Lars

#### 2. <u>Approval of Minutes</u>

August 15, 2022, Board Meeting and August 29<sup>th</sup> Emergency Board Meeting.

<u>Action</u>: (5-0-0) Michael moved to approve minutes for August 15<sup>th</sup>, 2022. Brian seconded the motion.

<u>Action</u>: (5-0-0) Stacy moved to approve minutes for August 29<sup>th</sup>, 2022. Brian seconded the motion.

Documents Filed: August 15, 2022, APPROVED PUBLIC minutes August 15, 2022, APPROVED EXECUTIVE minutes August 29, 2002, APPROVED EXECUTIVE EMERGENCY minutes

### 3. <u>Town Hall</u>

No topics

# 4. Staff Reports

#### **Facilities Update**

- Solar Update
  - o We received the permit from the city, but now need to get a new permit based on the layout with new panels.
  - o Sunpower does not manufacture the panels from the original quote any longer.

- o The new panels are an additional cost, but since they are larger, we will need less of them.
- End of season cleaning
  - o The end of season cleaning will occur on October 1<sup>st</sup>.
- Hot Tub
  - o The recirculating tubing was cracked. Luke fixed it within a day with tubing we had onsite.
  - o Two of the jets were shooting water onto the pool deck. Luke shut down the jets and has ordered a new part.
- Tree trimming
  - o Need to get a quote to trim the trees around the property.

<u>Action</u>: (5-0-0) Stacy moved to approve up to \$2k for tree trimming. Brian seconded the motion.

- Main pool filter
  - o The main pool filter is shooting sand into the pool. The replacement part for the lateral filter has been ordered.

<u>Action</u>: (5-0-0) Stacy moved to approve up to \$3k for labor for the lateral filter repairs. Michael seconded the motion.

### Office Manager's update

- Due's summary & delinquent dues
  - o Two properties behind more than a year on dues. Final notices go out on November 1, 2022.
  - o 27 properties are behind 1-3 quarters.
- Staff evaluations
  - o Terrie and Lars reviewed with David. They will recommend 2-3 to move up to head guard next season.
  - o Two lifeguards to re-interview next season.
- Swim lesson update
  - o \$70K in revenue on lessons.
  - o We have 7 staff interested in teaching fall swim lessons and there is still community interest.
  - o Lessons will be held Friday afternoons, Saturday, and Sunday.
  - o The cost is \$25 per lesson.
- Back pool update
  - o Table discussion until October board meeting. Need an update from Arian Tom, and Terrie after conversation with lawyer.
- 2023 Club dues

<u>Action</u>: (4-0-1) Stacy made a motion raise the cost of the yearly dues by \$40 for a total of \$480 per year. All seconded the motion.

- Fall election
  - o Ali to notify Terrie to update the fall mailer with the dues increase.
  - o Need to select an Election Inspector.

<u>Action</u>: (5-0-0) Stacy made a motion to appoint Bill King as the Election Inspector. Michael seconded the motion

- Reserve Study
  - o Board would like to get an update on the Reserve Study

<u>Action (6-0-0)</u> Michael motioned to approve up to \$1500 for reserve study update. Brian seconded the motion.

# 4. Director's Reports

- Financial Update
  - o Monthly financial updates for period YTD sent to the board on 9/11/22.
  - o Vic met with Terrie and Michael reviewed the 2022 annual outlook.
  - o Changes to make to 2023 preliminary budget:
    - Increase the dues to \$480 per year
    - Increase payroll contingencies to 10%
    - Add \$60k plus any extra to the reserve funding.

# 5. Executive Session

No topics

# 6. Future Meeting & Agenda Items

- The next regular, monthly Board meeting is scheduled for October 17, 2022, at 6:00pm.
- Meeting adjourned at 7:10 pm.