

Rancho Santa Teresa Swim & Racquet Club

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



Terrie Jacopi (President)

Vic Haddad (Treasurer)
Michael Kirtland
Chris Seipert

Stacy Valenta (Secretary)
Arian Collen
Melvin Dahlgren

Board of Directors Meeting *Approved Public Minutes* November 16, 2020

Item Subject

1. Call to Order

Meeting was called to order at 7:00pm

All Board Members present.

Quorum for Fall Election, in place, based on valid vote count, per Bill King, Election Official.

2. Approval of Minutes

October 19, 2020 Board Meetings

Action: (7-0-0) Terrie moved to approve minutes for the October 19, 2020 Board Meeting.
Chris seconded the motion.

Documents Filed: October 19, 2020 APPROVED PUBLIC Minutes

3. Financial Review

Vic reviewed the 2020 to date, budget/actuals, and shared the 2021 proposed budget.

We also reviewed the Reserve Funding, to-date, and discussed the impact of the solar project.

4. Staff Reports

A. Office Manager's Report

1. Delinquent Accounts:

Action: (7-0-0) Stacy made a motion to initiate the collections process on 43 accounts as outlined in the report dated November 12, 2020 (see attachment A) in accordance with the timelines of the collections policy, including but not limited to recording an assessment lien against the property. Chris seconded the motion.

5. Director's Reports

Director's Updates

1. Solar Update: Contract with lawyer. Terrie to set up a meeting to review.

2. COVID-19: Santa Clara County moves to purple tier on November 17th. Adjustments and notifications to be sent to any upcoming clubhouse/lounge renters who may be impacted.

3. Daisy Troop Meeting space: Sara Seipert requested to use clubhouse for Troop meetings.
Action: (7-0-0) Stacy made a motion to allow Daisy Troop to use clubhouse for meetings without paying rent. Chris seconded the motion.

4. COVID Relief for Tennis: Club to credit Tom for 13 days of court rental due to COVID and poor air quality. Terrie to initiate a new contract with Tom for 2021.

5. Fall Election Results: Votes were counted and Vic Haddad, Arian Collen and Michael Kirtland will be returning to the Board for another two-year term.

- Votes Cast: 174
- Votes needed for Quorum: 134
- Valid Votes: 173
- Votes per candidate:
 - Vic Haddad: 147
 - Michael Kirtland: 114
 - Arian Collen: 100
 - Alana Martinez: 97
 - Nick Toprani: 47

5. **General Business**

The Board will continue discussion on the various topics at upcoming meetings.

7. **Future Meeting & Agenda Items**

The next regular, monthly Board meeting is scheduled for December 7, 2020 at 6pm.

Meeting was adjourned at 8:29pm

ATTACHMENT A

DELINQUENT DUES REPORT 11/12/2020			
There are 43 current members delinquent over \$400 at \$19,409.00			
30-Day Letter deadline December 22, 2020			
Account#	Amount Due	Last Payment Amount & Info	Status
1	770.00		Final notice issued 10/23/2020, need approval for ASAP if payment not received 11/30/2020
2	550.00		Final notice issued 10/23/2020, need approval for ASAP if payment not received 11/30/2020
3	510.00		Final notice issued 10/23/2020, need approval for ASAP if payment not received 11/30/2020
4	480.00		30-day notice letter to go out by November 24, 2020
5	470.00		Final notice issued 10/23/2020, need approval for ASAP if payment not received 11/30/2020
6	450.00		Final notice issued 10/23/2020, need approval for ASAP if payment not received 11/30/2020
7	450.00		Final notice issued 10/23/2020, need approval for ASAP if payment not received 11/30/2020
8	450.00		Final notice issued 10/23/2020, need approval for ASAP if payment not received 11/30/2020
9	450.00		30-day notice letter to go out by November 24, 2020
10	440.00		Final notice issued 10/23/2020, need approval for ASAP if payment not received 11/30/2020
11	440.00		Final notice issued 10/23/2020, need approval for ASAP if payment not received 11/30/2020
12	440.00		Final notice issued 10/23/2020, need approval for ASAP if payment not received 11/30/2020
13	440.00		Final notice issued 10/23/2020, need approval for ASAP if payment not received 11/30/2020
14	440.00		Final notice issued 10/23/2020, need approval for ASAP if payment not received 11/30/2020
15	440.00		Final notice issued 10/23/2020, need approval for ASAP if payment not received 11/30/2020
16	440.00		Final notice issued 10/23/2020, need approval for ASAP if payment not received 11/30/2020
17	440.00		Final notice issued 10/23/2020, need approval for ASAP if payment not received 11/30/2020
18	440.00		Final notice issued 10/23/2020, need approval for ASAP if payment not received 11/30/2020
19	440.00		Final notice issued 10/23/2020, need approval for ASAP if payment not received 11/30/2020
20	440.00		Final notice issued 10/23/2020, need approval for ASAP if payment not received 11/30/2020
21	440.00		Final notice issued 10/23/2020, need approval for ASAP if payment not received 11/30/2020
22	440.00		30-day notice letter to go out by November 24, 2020
23	440.00		30-day notice letter to go out by November 24, 2020
24	440.00		30-day notice letter to go out by November 24, 2020
25	440.00		30-day notice letter to go out by November 24, 2020
26	440.00		30-day notice letter to go out by November 24, 2020
27	440.00		30-day notice letter to go out by November 24, 2020
28	440.00		30-day notice letter to go out by November 24, 2020
29	440.00		30-day notice letter to go out by November 24, 2020
30	440.00		30-day notice letter to go out by November 24, 2020
31	440.00		30-day notice letter to go out by November 24, 2020
32	440.00		30-day notice letter to go out by November 24, 2020
33	440.00		30-day notice letter to go out by November 24, 2020
34	440.00		30-day notice letter to go out by November 24, 2020
35	440.00		30-day notice letter to go out by November 24, 2020
36	440.00		30-day notice letter to go out by November 24, 2020
37	440.00		30-day notice letter to go out by November 24, 2020
38	430.00		Final notice issued 10/23/2020, need approval for ASAP if payment not received 11/30/2020
39	430.00		30-day notice letter to go out by November 24, 2020
40	424.00		Final notice issued 10/23/2020, need approval for ASAP if payment not received 11/30/2020
41	420.00		30-day notice letter to go out by November 24, 2020
42	405.00		30-day notice letter to go out by November 24, 2020
43	400.00		Final notice issued 10/23/2020, need approval for ASAP if payment not received 11/30/2020