

# 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

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## Board of Directors Meeting *Approved Public Minutes* September 21, 2020

### Item Subject

#### 1. Call to Order

Meeting was called to order at 6:04 p.m.  
All Board members were in attendance.

#### 2. Approval of Minutes

##### **August 17, 2020 Board Meetings**

Action: (7-0-0) Terrie moved to approve minutes for the August 17, 2020 Board Meeting. Arian seconded the motion.

##### **August 31, 2020 Board Meetings**

Action: (6-0-1) Terrie moved to approve minutes for the August 31, 2020 Board Meeting. Arian seconded the motion.

Abstained: Michael

Documents Filed: August 17, 2020 APPROVED EXECUTIVE & APPROVED PUBLIC Minutes and August 31, 2020 APPROVED PUBLIC Minutes.

#### 3. Staff Reports

##### **A. Facilities Manager Report**

1. Filtered Water Bottle Filler: Luke provided options. Sea Otters record board would have to be moved. Board to review and possibly add to reserve funding.
2. Tennis Backboard: Almost complete
3. Tennis Netting: Luke to provide options for replacement/repair.

##### **B. Supervisors – Lucas Chavez Meyles**

1. 2021 Staff recommendations: Lucas reviewed on-going club operations and staff recommendations for 2021.
2. Extended Club Hours: Staff would be able to work if Board decides to extend club hours in October.

##### **B. Office Manager's Report**

1. Delinquent Accounts:

Action: (6-0-1) Terrie made a motion to initiate the collections process on five accounts as outlined in the report dated September 21, 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.

Absent: Mel

2. Wild Apricot (WA) Membership Platform: Katie Jacopi provided the Board an overview of her on-going project plan and the Board decided to continue with WA implementation. We will pursue a flat convenience fee rate based on the quarterly, yearly or AM dues amounts. Plan to deploy WA platform on October 15th

#### 4. Director's Reports

##### Director's Updates

1. Stingrays: Owner – Terrie. Board approves Stingrays returning to “full operation”, per COVID guidelines, at Rancho on October 5<sup>th</sup>. Stingrays continues paying full pool rental in October.
2. Lap Swimming: Owner – Terrie. Board decided to extend lap swimming hours through October. Lap swimming is now available Monday-Friday, 5:00am-7:00am and 9:00am-11:00am. Lap swimmers must adhere to updated lap swimming rules which will be posted on the club website and announced in the October newsletter.
3. October Club Hours: Owner – All. Board discusses extending pool hours on weekends, in October, per member requests.

Action: (6-0-1) Chris made a motion to extend club hours, one hour, the week of 9/28-10/1 – 2:30pm-6:30pm, due to warm weather and local schools being on break. Terrie seconded the motion.

Absent: Mel

Action: (6-0-1) Chris made a motion to extend club hours, weekends only (10/10, 10/17 & 10/24) with limited hours, subject to weather. Club would announce opening the Wednesday prior to the weekend via Facebook. Hours would be Fri: 3:30pm-7:00pm. Sat & Sun: 1:00pm-5:00pm. Terrie seconded the motion.

Absent: Mel

4. Finances: Owners – Vic and Michael. Board made adjustments to 2021 Financial Assumptions:
  - Code 4105 – Change to \$2000
  - Code 4205 – Change to \$2500
  - Code 4270 – This was an assumptions conversation. Recommended to reduce SVS assumption of 9 months at \$3K to 7 months at \$3K.
  - Code 4330 – Change to \$3000
5. COVID-19: Owner – Chris. No updates.
6. Fall Election: Voting packet will be ready to mail out in October, per the approved timeline.
7. Solar Vote: Owner – Michael. Per recommendation of Solar Committee the Board moved to pursue the bid from Solar Technologies.

Action: (6-0-1) Arian made a motion to pursue and execute contract with Solar Technologies. Chris seconded the motion.

Absent: Mel

**5. General Business**

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

**6. Executive Session**


The Board reviewed all solar bids.

**7. Future Meeting & Agenda Items**

The next regular, monthly Board meeting is scheduled for October 19, 2020 at 6pm.

Meeting was adjourned at 8:03pm

**ATTACHMENT A**

<b>DELINQUENT DUES REPORT 9/17/2020</b>			
<b>There are 5 current members delinquent over \$400 at \$2550.00</b>			
30-Day Letter deadline September 24, 2020			
<b>Account#</b>	<b>Amount Due</b>	<b>Last Payment Amount &amp; Info</b>	<b>Status</b>
	\$ 640.00	January 2019 (\$640)	Incomplete process need to ASAP-need to resend final notice 8/18/20
	\$ 640.00	March 2019 (\$440)	Incomplete process need to ASAP-need to resend final notice 8/18/20
	\$ 430.00	June 2019 (\$200)	Final letter to be issued 8/18/2020
	\$ 420.00	July 2019(\$100)	Final letter to be issued 8/18/2020
	\$ 420.00	July 2019 (\$100)	Final letter to be issued 8/18/2020
<b>TOTAL</b>	<b>\$ 2,550.00</b>		