

LOS RANCHITOS CABANA CLUB Board of Directors Meeting
Minutes: September 11, 2017 7:00 pm at Los Ranchitos Cabana Club

1. Meeting Called to Order at 7:03pm
2. Roll Call
 - a. President: Pete Hanaray
 - b. Secretary: Jeremy Scheerer
 - c. Membership: Brian Perez
 - d. Communications: Karen Bellantoni
 - e. Aquatics: Nada Meck
 - f. Treasurer: Renee Small
 - g. Additional participants: Sue Ott, Brooke Brooks, Celeste Gaither, Mike Salib, and Anne Tucker
3. September 10th Storm Damage Assessment
 - a. There were multiple broken popups, and they need to be safely broken down. The recently installed clock was broken, and there are umbrellas that have been damaged as well.
4. Approval of Minutes
 - a. August 14th, 2017 Board Meeting and closed session. **Motion by Jeremy Scheerer to Approve minutes, Seconded by Pete Hanaray, Approved.**
5. Unfinished Business
 - a. Task Tracker top 10 items
 - i. "Eye Wash Station" - The eyewash station: Most likely it is required by OSHA and the Health Dept. The sink on the outside is insufficient and a sink is needed co-located with the chemicals. Brooke Brooks pointed out there are standalone sinks online and that could be an option. Brooke will take this task on the tracker
 - ii. "Acid Palate" - Daniel and Gary are out of town but, Granier sells an acid bin and it was noted the bin needs to be at least twice the size of the acid stored
 - iii. "Heater Limestone Rocks" - Rocks can just be ordered. Suggestion is to put the order in now and install before next season.
 - iv. Item 4 "New Wireless Chemistry Monitor" - No update at this time
 - v. Item 5 "Arborist for new Trees/Landscaping" - Tree needs to be removed and a recommendation on what new tree needs to be a future topic.
 - vi. Item 6 "Bylaw creation and review" - See Committee report below
 - vii. Item 7 "Cabinet around on-demand heater in family bathroom" - No update at this time
 - viii. Item 8 "Bulletin Board" - Board outside street entrance needs to be repaired. It is the metal twin of the Calado board
 - ix. Item 9 "Extend hoses from furnace condensate to drain" - Just needs a little extra tubing to extend the item to the drain... it is currently etching the concrete
 - x. Item 10 "One Backup Chlorometer" - An extra item was already procured. This item can come off the list.
 - b. Roles and Responsibilities file - there have been no recent changes to this item
 - c. Water fountain/dispenser system - previously it was pointed out this is an indoor model. But Westgate has the same item outdoors. A member (Diana Lubliner) did look at the fountain, and the install is a little more complicated than expected.
 - i. The Board decided chilled water will go on inside of wall and a sink would go in the spot of the current fountain. Jeremy Scheerer will follow up with Rick Buellsback on a quote for an install by an electrician and a plumber.
6. New Business

- a. LRCC usage for independent swim lessons - the Board has deemed that there can be no usage of the LRCC facility to conduct independent business unless it is arranged through the Swim Lesson program due to insurance coverage
7. Reports of Officers, Boards, Standing Committees
- a. President - Pool cleanup due to the storm is progressing
 - i. A reminder was made that Board members missing more than 3 meetings is considered resigning from the Board
 - b. Vice President - not present
 - c. Treasurer Report
 - i. Updated reports are available. The revenue is current through end of August. Not all expenses are in for all of August. A suggestion was made to work with the Bank to shift when reporting is needed
 - ii. Party Deposits that were made this weekend are not reflected in the run reports
 - iii. Karen B has volunteered to help coordinate the Party Deposits
 - iv. The chemical and pool supply expense was questioned as being high at this point in the season... the chemical controller was noted as being old and it was questioned whether or not this is contributing to increased chemical usage/expenses
 - v. The areas showing deltas between Stripe and the reporting from the Bank (Quickbooks) are: Membership fees
 - vi. It was noted that a number of Volunteer positions were filled but the members have not applied for a \$50 participation fee refund. Some members were mistaken in that their volunteer duties for swim team are not part of the \$50 participation refund.
 - vii. Renee was thanked for catching up the financials. **Motion by Karen to approve Budget Report for posting to the web. Seconded by Pete, approved.**
 - viii. Next meeting should include a report by the Audit Committee
 - d. Secretary Report - nothing to report
 - e. Communications Report
 - i. There was significant work accomplished this weekend. 4 additional cameras have been installed, all wiring was completed, and additional facility upgrades were completed
 - ii. Audrey made a Lifeguard schedule through the remainder of the season
 - iii. \$7226 is the current total for all Parties. Some deposits have been forfeited due to scheduling issues
 - f. Facilities Report
 - i. Fixed the outside sink
 - ii. A new outdoor clock was installed - this was subsequently broken in the recent storm
 - iii. All broken umbrellas were fixed, however, multiple canopies and umbrellas were damaged in the recent storm
 - iv. Pool chemical levels recently have been running great
 - v. Two of the new skimmer flappers already broke. These will be replaced this weekend
 - g. Aquatics Report
 - i. Adult swimming and the possibility of a dedicated lane line continues to be reviewed
 - ii. Overall Guard scheduling is being reviewed
 - iii. There were no Guards scheduled for Labor Day. The Office Manager is still responsible for scheduling. The overall pool of Lifeguards has shrunk with multiple Guards returning to school and typically there is not a large need for Guards
 - iv. In general with more than 5 nights in a row of below 45deg temps at night is when the pool will close due to heater management costs and low swim participation. This is typically right around Columbus Day, but is dependent on the weather
 - h. Bookkeeper Report
 - i. Not present to report
 - i. Membership Report
 - i. Member numbers are the same as last month
 - ii. Stripe is up-to-date as of 8/31
 - iii. FOB system is still acting up. Sue recommends that an Software Maintenance Agreement for the Millennium system (\$289/year) go effective October 1st, 2017. There will also need to be an on-site rep to do the upgrade. **Motion by Brian Perez**

to Approve an expenditure of up to \$1500 to enable the upgrade of Millennium system to bring it up-to-date. **Seconded by Pete Hanaray, Approved.**

- j. Report of Committees
 - i. Swim Team Update
 - 1. The Swim Team intends to review their storage to ensure there have been no changes in their space utilization
 - ii. 2017 Scheduled Community Social Events (previously discussed/approved):
 - 1. Labor Day BBQ was successful, but was very hot!
 - 2. There is a desire to identify dates for next year's social events early. An email will go out on this discussion and a proof for next year's mailer. The mailer is still intended to go out to approximately 1000 households
 - 3. October winterization and end of season social event: the current working date/time will be November 4th, starting at 10AM. Brooke Brooks will set up the signup page
 - iii. Bylaw Committee - **Motion by Pete Hanaray** to solicit an attorney to review the working By-Law update. **Seconded by Karen Bellantoni, Approved.** The By-Law Committee is identified as Mike Salib, Jac Condella, and Dave Perry. A request was made to the Committee chair to create a FAQ on the purpose/overview of the By-Law updates.

8. Board Meeting Scheduling

- a. October 2017 meeting scheduled for the 16th

9. Adjournment 9:36pm

Submitted By: Jeremy Scheerer, Board Secretary