

LOS RANCHITOS CABANA CLUB Board of Directors Minutes
Wednesday - May 23, 2018 6:45 pm at Deborah Wilson's Residence

1. Meeting Call to Order: 7:00pm
2. Roll Call:
 - President: Pete Hanaray Vice President: Brooke Brooks
 - Secretary: Deborah Wilson Membership: Sue Ott
 - Aquatics: Nada Meck Treasurer: Ellis Cerda Director2-At Large: Anne Tucker
3. Approval of Minutes:
 - a. April 23th, 2018 Board Meeting. **Motion by Meck** to approve minutes, seconded by Brooks. **Approved.**
4. Status of April Action Items
 - a. Parties and inclement weather:
 - i. Action Item: Joe to write and place a notice in the party binder outlining Board Approved, Club Enforced party cancellations
 - b. Swim Lesson Program Fee Account Tracking
 - i. New line item #4130 added to accounting ledger
 - c. One of the two heaters not working. Action Item: Pete to find a new repair service.
 - d. Metal Piece for old drinking fountain - on order
 - e. wufoo blip - pending
 - f. Google Voice setup for CodeBrown vs. CodeGreen vs. Real Emergency
 - g. office hrs during lifeguard hrs & practice Action Item: put office hours on front page of lrcc website and office window
5. Reports of Officers, Boards, Standing Committees
 - a. President
 - i. renewed the general liability insurance, dno (director and officers) insurance which is the board protection insurance
 - ii. filed taxes with Bruce Spencer
 - b. Vice President
 - i. Bird abatement in Pavilion, Paul Russell has been working since March on this project. First we tried a barrier cloth which failed. Expanding foam is working very well. One family of birds is still raising chicks when they move out expanding foam will be added. NEW problem is nests in the corners. Looking into installing spikes for the larger areas.
 - ii. Volunteer participation data and refunds have a new home at tinyurl.com/LRCC2018volunteers This Google sheet tracks who has requested a refund, completed the work and where in the refund process we are. Visit this sheet if a member asks "Where's Mah MONEY?"
 - iii. Related to volunteer refunds and tracking. We have a member who has requested their refund but has not completed the work (games master includes the coffee shelf which has NOT been cleaned).
Action Item: Joe is aware will be communicating with the member.
 - iv. DRINKS are back for sale in the patio fridge. Keeping our cost UNDER 40¢ per can so we can make a little money. Coke, Diet Coke, Sprite and LaCroix were stocked on Thursday May 17th. Selling for 50¢ each
 - v. Time Clock face has been ordered and should be arriving Wed 05/23/2018
 - vi. Recreonics pool equipment supplier recommends Jack's Magic Lube for our umbrella receivers and starting blocks.

- vii. Keep now trained on checking chems as a backup to our hard working facilities
- viii. Asked Onario (5/21) to give the showers a good scrubbing as the women's starting to get slime around the shower seat.
- ix. Office staff meeting Monday at 2pm to discuss roles and responsibilities, hours of operation, and Task List.
- x. Office Hours - WTh - 10am - 12pm until June 11 then guards can field questions.
Action Item: educate guards about answering general questions
- xi. Shopping list includes Trash bags and toilet paper
- xii. Email went out sharing a Google sheet entitled "Office Task List" This is a daily, weekly, monthly task list. There is ALSO a "Tickler" file in the left desk drawer for small tasks such as mailing refunds.

c. Treasurer

- i. see excel report
- ii. swimteam apparel checks - get processed together at one time
- iii. check requests from Celeste include the small box w/line item where it belongs
- iv. Action Item: a list of budget line items for ease of reporting would be very helpful

d. Secretary

- i. Deborah Wilson reported she's been sick for 2 weeks so slowly getting up to speed on use of google docs, website posting and basic procedures for secretary.
- ii. Action Item: file state report on change of board positions for non-profit
- iii. Action Item: monthly newsletter

e. Facilities

- i. Pool chemicals and temp running great
- ii. Going to get a new cover for the ping pong table
- iii. Will be installing new vent fans next week
- iv. New swim timer clock on order
- v. Need volunteer to install new ignitor on bbq #1
- vi. Going to grease swings this weekend.

f. Aquatics

- i. Lifeguards
 - 1. we have nine guards hired: five returning and four first year guards. Courtney (10 hrs) & Joe (15 hrs), co-office mgrs are also certified guards as back ups. Need to keep an eye on the budget - \$15K = 700 hrs and overtime watchdogs
 - 2. will be working to set up a staff in service with guards in June.
 - 3. guards will be on duty seven days per week, 12-5pm as of June 11. We will have guards on duty for May 28, Memorial Day.
 - 4. Monthly calendar will go up in the office with party dates/lifeguards schedule. Joe/Courtney handling.
- ii. Swim Lessons
 - 1. Session 1 Lessons begin June 18. Flyers going up at the pool.
 - 2. Receiving private lesson inquiries by email. Explaining process and following through with instructors. Three privates paid for so far. Lessons usually pick up in June.

g. Director At-Large 1

- i. cpr/aed question: need to be checked every 6mths/yr, once we have it we are liable for its proper operation - no one wants to be responsible for it
Action Item: Nada will ask her firefighter friend to join us for a meeting and give us the lowdown

h. Membership

Membership counts as of 5/22/18	Total Members	Number of Families with Children					Total Children
		4 Children	3 Children	2 Children	1 Children	0 Children	
LRCC Membership PLUS Sharks Swim Team	60	1	13	45	1	0	60
NEW Family Membership (not a Member in 2017)	23	1	5	14	3	0	23
RETURNING Family Membership (Member in 2017)	86	7	15	47	12	5	86
Senior Membership	5				5		5
General Count	174	9	33	106	16	10	174
Sharks Swim Team ONLY: No Recreational Swim (Program Member)	23	0	3	14	6	0	23
Program Count	23	0	3	14	6	0	23
Grand Total	197	9	36	120	22	10	197

2018 Membership Discounts:

THANKU-Good Neighbor	4
THANKU-Outgoing Board	1
WELCOME-Incoming Board	1
YOUROCK-Board/Compensation	15
YOUROCK-Lifetime	4
GOODSWIM	13
1st Swimmer Free	2

i. Report of Committees

- i. Swim team: Season off to a good start, team photos Thursday - May 24, Parents/swimmers and coaches seem happy, first home meet coming up June 16th - flyers will go out to neighbors like normal.
- ii. Bylaw: Mike on work travel.
- iii. Socials: Memorial day BBQ is on. Flyers posted at club, website and FB

6. Next Board Meeting Scheduled for Monday June 18th @ 6:45

7. Adjournment: 8:45pm