

LOS RANCHITOS CABANA CLUB Board of Directors Meeting
Minutes: Monday, January 21, 2019 7:00pm
At Wilson Residence - 1620 Palo Santo Dr. Campbell

1. Meeting Call to Order: 7:10pm
2. Roll Call: Eilis Cerda, Brooke Brooks, Sue Ott, Nada Meck, Anne Tucker, Celeste Gaither, Jeff Williams, Debbie Wilson
3. Approval of Minutes
 - a. November 26, 2018 Board Meeting
Motion by Eilis Cerda to approve minutes, **seconded by Sue Ott. Approved.**
4. Current Action Items:
 - a. Postcard communication - dates decided as follows:
 - i. Clean-up - March 9
 - ii. Open House/General Mtg/Elections - March 23 - also last day for early bird discount
 - iii. Opening Day - March 30
 - b. Elections
 - i. Deadline to mail election material - February 19. Debbie will get the envelopes stuffed and mailed.
 - ii. Changes to Board:
 1. Nada stepping down
 2. Anne & Celeste willing if no other members step up. There was group discussion that for cohesion of the club, as a whole, there should be at least one swim team manager on the Board.
 3. Plenty of Open Seats: Aquatics, Parties, Committee Members
 - c. State Fund Premium Audit Appointment on February 19 at 11am
 - iii. Eilis will confirm appointment and attend audit
 - iv. Jeff will provide information from previous years
 - d. Moreland Summer Camp Request - tabled for next meeting but impromptu meeting at pool on Monday, Jan 28 to discuss as Moreland needs an answer soon.
 - e. Wufoo/employment app
 - i. 12 documents will be up to date and turned on with a goal of Feb 1
 - ii. documents include online registration forms, and applications for coaches, lifeguards, and other staff
 - f. Facility items needed:
 - i. purchase and install new sail cover for the ping pong table area
 - ii. provide flyer to school party participants offering early bird discount by June 15 which was done last year and brought in a few new memberships
 - iii. purchase and install a different kind of cover by pavilion
 - iv. check effectiveness of Lube for umbrella receivers - check at opening in April
 - g. Video camera glitches - Brooke working on.
 - h. Mulberry tree removal and replacement - tabled until next meeting
5. Reports of Officers, Boards, Standing Committees
 - a. President
 - b. Vice President
 - i. 2018 Membership Survey - Brooke compiled the results of 113 respondents and provided the Board with a summary of results. No surprises, need new pop-ups and replacement chairs, cleanliness could be better in bathrooms, bbqs, and outdoor sink
 - c. Treasurer
 - i. working on a draft budget for president
 - d. Secretary
 - e. Facilities - Gary sent an electronic update that new heaters and filters are installed and working properly. During the last storm, he was up there letting water out of pool to prevent overflow.
 - f. Aquatics

- g. Membership
 - i. 2019 Vendor List document created with known contacts. Everyone free to add with relevant contact information.
 - ii. HostGator account has been paid, \$23.95, with the LRCC Chase VISA card ending xxxx-7887 and auto renewal has been setup with the renewal date of 2019-02-19
 - iii. 2018 Wufoo bill was paid with Pete's personal credit card. Going forward, the annual Wufoo bill of \$299 is set to automatically renew in early September and be charged to the LRCC Chase VISA card ending xxxx-7887.
- h. Director At-Large 1
- i. Director At-Large 2
- j. Bookkeeper - Jeff has eighteen w-2's prepared: 12 guards, 1 janitor, 5 coaches - ready for stamps and mailing.
- k. Report of Committees
 - i. SHARKS Swim team Update:
 - 1. League issues holding up confirmation of dates:
 - Morgan Hill Aquatic Center gave away the date planned for Champs so league trying to secure another location and confirm date.
 - Encore has no pool due to maintenance so meet dates are also not firm yet.
 - 2. Practice Schedule:
 - Preseason - April 22 - May 24 (beginning 1 week earlier than last year)
 - afternoon practices Monday - Friday from 4:30pm - 7:00pm
 - Regular Season - May 28 - July 20 or 27 depending on Champs
 - afternoon practices Mon - Thurs from 4:30pm - 7:00pm
 - No practice on Friday afternoon during regular season
 - morning practices Mon - Fri from June 12 to July 19 or July 26 from 7:30am-10:30am
 - 3. Concerns about Sharks designated reserve funds:
 - Sharks accounting shows that the team's reserves are \$21,488.74 which means that they are fully funded. Sharks assets are valued at \$18,000 and their reserve money is designated to replace assets as needed.
 - At the end of the 2016 season, a reserve study was completed which ended with the Sharks reserves rolling into the club's general reserves budget line item.
 - Sharks would like to see a sub-account established which clearly marks their reserve money. Action item for Brooke to make that happen with the bank as well as listed on the budget as well.
 - ii. Socials Activities Update
 - Brooke would like to not be heading up all the club socials this year. Understandably, given her VP duties, there are time constraints. There was discussion that holiday parties could be driven by committee or run as a potluck by members interested in attending without free food provided. Nothing was confirmed with regard to holiday parties.
 - iii. ByLaw Committee Update - tabled until next meeting
 - a. Approval of new bylaws
 - b. Procedures regarding voting them in need to be ironed out to stay within the confines of the terms stated in the proposed bylaws
 - c. Printing and preparing the mailing of bylaws and ballot to approve
 - d. What filing might be necessary with the county once new bylaws are passed.

7. Next Board Meeting Scheduling - February 11, 2018 - 7:00pm

8. Adjournment: 9:50pm