

Almaden Cabana Club Board Meeting Minutes

April 21, 2008

7:00 pm at Steve Angus' house

Attendees: Denise Aitken, Steve Angus, Katherine Cance, Jeff Lowe, Dante Petro, Sam Raimondi, Jonathan Streete, Brian Tuck

Meeting called to order at 7:10 pm.

A motion was made by Jonathan Streete and seconded by Brian Tuck to approve the March minutes. The motion passed unanimously.

Status of Cabana burglary and arrests

There have been no updates on the burglary and arrests from the September incidents at the pool

Review of Farmers Insurance proposal

Jeff Lowe has carefully reviewed each line item from our existing insurance policy and the proposed Farmers Insurance policy. Jeff recommends we switch to a Farmers Insurance policy with identical coverage, which will result in a savings of approximately \$500 and enable us to switch our account to an agent who is a Cabana Club member who will best represent the interests of the Club. Jeff also recommended we investigate adding umbrella coverage and compare pricing for different levels. The suggestion was made to get one competitive bid to make sure we are getting a reasonable rate and to show due diligence; some members felt it is an unnecessary step since our existing coverage and pricing can be considered a competitive bid.

Steve Angus will contact Milica Farrington and tell her the Board intends to switch coverage and to discuss getting quotes for umbrella coverage.

Budget Items

To avoid frustration that some guards felt last year that they didn't get the amount of hours they had expected or hoped for., the Personnel Committee is working hard to communicate hours and pay expectations to this year's lifeguards.

There was a brief discussion of removing Spring Swim Lessons revenue from the budget. This year the flyers went out late and there will be fewer sessions than anticipated, which will affect the income. Hiring guards in time for the spring lessons is always a problem, so revenue expectations next year should be adjusted to reflect the possibility of the spring season starting later. Despite the last minute advertising campaign for spring lessons, there was still good demand. It was suggested that next year we raise the prices for Spring lessons because The Cabana Club is the only area pool offering spring lessons.

Under the recently approved fees, members would be charged \$35 for a one-week session and \$65 for a two-week session (a \$5 savings for the two-week session) and non-members would be charged \$45 for a one-week session and \$75 for a two-week session (a \$15 savings for the two-week session). In order to reduce this disparity, **Steve Angus made a motion, seconded by Denise Aitken, to charge**

the following for swim lessons:

	Members	Non Members
one week:	\$35	\$45
two week:	\$65	\$80

The motion passed unanimously.

Jonathan reported there were 71 households who still have not paid their annual dues; 20 guest members and 51 proprietary. It was agreed there needs to be a deadline and penalties need to be established to be included on next year's membership mailing. The by-laws will need to be changed to include whatever penalties are decided upon. It was decided that for this year's outstanding fees, Jonathan Streete will send a letter to the households involved and request payment, and he will investigate the process for assessing liens on non-paying households' homes.

It was reiterated that in order for the membership letter to go out in a timely manner, the Annual General Meeting needs to be held earlier in the year, possibly October.

Jonathan Streete made a motion, seconded by Steve Angus, to spend \$250 to purchase Quickbooks. The motion passed unanimously.

Jeff Lowe turned in \$85 collected from recycling last summer. It was determined that the Club needs more clearly marked recycling containers and the guards should be trained to help separate recycling and educate the public about the need to sort recycling. It was also suggested the Club consider holding regular recycling drop-off days during the summer to increase revenue from recycling.

Brian Perasso will check with Jonathan Streete regarding the money available for guard uniforms.

It was pointed out that all fundraising for Creekside Cabana Club is done through their swim team, and it was noted the Cabana Club might want to consider this template as we move forward with future fundraising plans. Insider Pages, swim team car washes, garage sales, and possibly pre-selling Wednesday Night Dinners were all mentioned as possible fundraisers that might be organized through the swim team in the future.

Project Proposal List Review

Steve Angus handed out a chart listing several needed improvements to the Club. It was mentioned that two of the most pressing needs are regular-size barbecues and replacing the diving board, which is unsafe.

There is currently \$4,000 in the budget from last year's fundraising, plus \$800 raised from donations last year that Brian Tuck has which is not reflected in the budget. Brian Tuck proposed using the money to immediately purchase 3-4 regular-size barbecues to be ready for opening day. **Steve Angus made a motion, seconded by Brian Tuck, to approve the use of \$2,000 from the budget plus the additional \$800 to purchase 3-4 regular-size barbecues.** The motion passed unanimously.

Sam Raimondi agreed to investigate the cost of replacing the diving boards, which will need to be accomplished before the pool opens.

There was a brief discussion of the need to ensure money donated to fundraising efforts go toward improvements to the Club as advertised. **Steve Angus made a motion, seconded by Denise Aitken, to create a separate fundraising line item on the budget that will be restricted to the paying for projects which are part of the fundraising campaign.** The motion passed unanimously.

Committee Reports

Brian Tuck installed a lock box and will distribute the new office keys to Board members.

- Personnel 22 life guards have been hired, slightly fewer than last year's staff. The Personnel Committee is very pleased with the skills of this year's lifeguards – four of the head guards are WSI-certified and will help train the other guards. Becky Trovato is working hard and helping establish clearly-defined work expectations, such as when and where guards should take their breaks. The Personnel Committee is considering setting up a “break area” away from the office where guards can relax and not be confused with on-duty guards in the office.

Opening date for the pools was set for Saturday, May 24, which is Memorial Day weekend. The pool will also be open on Memorial Day, and the Board decided there should be a potluck on Monday to celebrate the pool opening. The pool will be open on weekends only until Sunday, June 8. On June 12, the last day of school, the pool will open at 1:00 pm. Summer hours will be 1:00 pm-8:00 pm Mon, Tues, Thurs and Fri; 1:00-9:00 pm on Wed; 12:00– 9:00 pm on Saturday, and 12:00-8:00 pm on Sundays. After the swim team season is over, when attendance at the pool drops dramatically, pool hours will be re-evaluated. Private parties should be considered “after hours” after 9:00 pm.

- Pool & Grounds There was a brief discussion of the estimated cost of installing solar power – one person guessed it would be approximately \$27,000. Jonathan Streete suggested the Board dedicate approximately one hour of next month's Board meeting to looking at blueprints for a suggested office and bathroom renovation that were drawn up several years ago by Doug Perasso. Katherine Cance will locate the blue prints and bring them to the next meeting. The Club needs to have a some pre-season clean-up and maintenance. Dante Petro will coordinate a workday.

- Swim Lessons Sign ups are going well.

- Social – Katherine Cance and Jeff Lowe will talk to Melinda Lowe about advertising for the pot luck on the Monday of Memorial Day.

- Welcome – Terry Prazak will coordinate the Welcome Social on June 8.

- Swim Team has 171 swimmers who have paid and has collected \$24,170 – approximately \$5,000 more than last year. There are five paid coaches for swim team – Liz Fenwick, Spencer Pollard, Melinda ?, Kyle Newkirk, and Brian Angus. Sam will make sure they turn in the required W4s and work permits.

Webmaster – Slow or nonexistent updates are still a concern on the website.

Waves - Wayne Brown would like to send out the next Waves in mid-May. He will forward an electronic version to Jonathan Streete to be sent to members via email. Katherine Cance will write a small blurb on fundraising this season. Any other submissions should be forwarded to Wayne Brown.

The meeting was adjourned at 9:15 pm.

Minutes submitted by Katherine Cance