



Klahaya Swim & Tennis Club
MEETING OF THE BOARD OF DIRECTORS
Minutes

Date/Time: February 9th, 2010, 1900

Call to Order: 7:20pm

Present:

Dave Brengelmann, Robert Warren, Shelley Ehni, Laura Kalvoy, Lyn Sherry

Absent:

Jim Spangler, Scott Chapman

Quorum established

Also present – Jeff McDowell (Manager), Julie Gaevert (Webmaster)

Approval of Minutes:

- General Membership Meeting minutes – 11/9/09
- January 10, 2010 – Regular BOD Meeting
- January 24, 2010 – Special BOD Meeting

Report of Board Members:

- President's Report: shared research about online programs
- Vice President's Report: none
- Tennis Report: none
- Treasurer's Report:
 - \$14,000 in arrears– several initiation fees & dues not paid
 - One member has not paid and payment deadline may be necessary.
 - Board agreed to send letter via certified mail. Robert & Linda will sign.
 - Remaining unpaid collections:
 - Now down to two people with fees & dues not paid.
 - Five people with assessments not paid.
 - Decided to continue pursuing unpaid initiation fees, and check back in next month.
 - Payment schedule proposed
 - Motion: Move that we approve the payment schedule and incentive of scrip as presented, and attach to invoices. Dave Brengelmann
 - Second: Shelly Ehni
 - Discussion: General agreement that it will be helpful. Post online.
 - Motion passed unanimously
 - Fees unpaid: Linda will be invoiced
 - Invoices: Preseason letter will be modified, invoices sent next week.

- Paypal:
 - Motion: Move that we introduce Paypal as an online payment system for member payment of dues, assessments and fees for the 2010 season, with the appropriate Paypal convenience and processing fees to be paid by the member. Lyn Sherry
 - Second: Robert Warren
 - Discussion:
 - Research if there are any restrictions
 - Post option to use for dues and assessments for now, with a \$25 fee, or a \$10 fee per monthly (3 month) payment. “for your convenience we have introduced...”
 - Paypal needs non-profit documents
 - Motion passed unanimously
- Bookkeeper: We are researching and checking references. Suggestion that several people interview bookkeeper. Linda & Laura will interview.
 - Motion: Shelly Ehni – I move that we hire, subject to Laura & Linda’s approval.
 - Second: Lyn Sherry
 - Motion passed unanimously
- 2008 tax return being prepared & will be ready for signature and filing next week. Needs to be signed by President & VP.
- Budget update:
- Facilities Report:
 - Researched pool cover & vacuum
 - Pool cover: \$15,661 + tax = approx \$17,500.00
 - Motion: Move that we authorize expenditure on the pool cover up to \$17,500.00. Lyn Sherry
 - Second: Robert Warren
 - Motion passed unanimously
- Secretary’s Report: Finance committee – will contact and convene prior to next meeting. Goal to report back at next meeting.
- Swimming Report: read email
- Membership Report: Letters have gone out to first 30 on wait list. Will begin calling next week to sell five memberships currently available.
- Activities Report: Transition good.
- Concessions Report: Send out an email blast - consensus

Old Business:

- Club Management Software: Defer to next month.
- Approval of Preseason Letter: amend to include payment schedule, add Scott to list of Board members
- Survey – Lyn will administer to Board for edits, then administer to membership.

New Business

- Staffing and Salaries: (Executive Session, Manager invited to attend)
- Concessions: Dave & Lyn will work on a letter explaining possible models and send an invitation to the membership.

New Business – Executive Session

Not to be posted on the website:

- Staffing and Salaries: (Executive Session, Manager invited to attend)
 - Jeff reviewed staffing & salaries
 - Assistant manager – one assistant manager is not returning
 - Swimming:
 - Head Coach - \$6500, three clinics, no lessons, no Fridays
 - Three assistants
 - Tennis:
 - Proposal – new contracts
 - David Towne – Robert will talk to David
 - Peter Reni – Robert will email us after talking to David and then talk to Peter.