



Pacific Sands Cabana Club

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June 9, 2015

Call to Order- The meeting was called to order at 7:05pm. Present: B. Church, Bob Kluck, Randy Clark, Liz Kirksey, and Kathy Miller.

Financials: Liz Kirksey reviewed financial reports. Liz reported revenue has permitted the club to transfer money to savings. Membership revenue below budget is partly due to failed transactions in the automatic payment system due to outdated credit card information for cards that have expired or have been replaced. Getting all information up to date is an on-going process. Membership is now at 402 families, 35 individuals. Bob Church noted over the weekend that some individual members have requested a conversion to family memberships. It was decided that both individuals requesting family memberships should be contacted for conversion. Individuals converting from individual to family memberships will be assessed \$162 for each membership assessment. This is the difference between what an individual and a family pays for the membership assessments (\$325-\$163).

It was agreed that dumpster expenses for the Sinko-de-Mayo and home swim meets be charged to the swim program. All fundraiser income from Penguins t-shirts, hats, visors, etc. is to be recorded under Swim Team Apparel sales.

PSCC Tennis: Bob Church asked the Board about the green screens at the tennis courts. Randy Clark said that the screens are effectively stopping the wind on the courts but could be replaced for aesthetics. Randy also reported that the chain-linked fence is bowing at the bottom. He said that the courts need to be cleaned and the trash must be emptied. Added was a suggestion that a recycle bin for bottles and cans at the courts is needed. The Board agreed that a recycle bin for the tennis court area should be purchased.

Other issues on the tennis courts include dirty lenses on the light bulbs.

The Board requested that the Office Manager

- Purchase a recycle bin for the tennis court area
- Get an estimate to clean the tennis court lights
- Get an estimate for LED lighting on the tennis courts (Beach City Lighting)
- Get an estimate to replace the screens in the tennis area

Property improvements: Procurement of new playground equipment was discussed. Randy Clark will contact companies to come out and provide quotes. The purchase of a new play structure was previously approved by the Board and has been budgeted for \$10,000.

American Flag Replacement: The Executive Board agreed that a new American Flag should be purchased for the Cabana Club. It will be necessary to investigate how to dispose of our old flag.

Unfinished Business Updates:

Pool Maintenance: To be discussed at the next Board Meeting.

Building Signage: Artie Salcido is determining which fasteners are required to relocate the Pacific Sands Cabana Club signage.

Clubhouse Furniture: New furniture has not been located. Search is ongoing.

Neighbor Fence Follow up: Kathy Miller reported that the owner signed for the certified letter and there has been no further contact.

Bathroom Tile Bids: Postponed until summer ends.

Storage and Maintenance room status: Artie Salcido will be reminded to clean and organize the Maintenance room and to completely remove items as discussed in the tennis shed. Bob Church reported that Artie Salcido has not discarded items from the tennis as instructed by Kathy Miller. These items include old tennis nets, an old dorm-room type refrigerator, and several backdrops from the old Encore performing arts program. Kathy will speak with Artie again regarding disposal of these items. Bob Church added that Artie must clean and organize the Maintenance room.

eMail Blast: The Board approved an eMail Blast to promote the Summer Group Swim lessons that begin the week of June 22, 2015. Kathy Miller will contact Adarta for this important message.

New Business: Office Staff Scheduling Updates

Bob Church asked Office Manager Kathy Miller what hours she would like to work. Kathy reported that a schedule from 10 am - 3 pm Monday through Friday would be ideal. It was determined that Kathy would come in to take care of the finances (and payroll) with some flexibility to come in earlier (or stay a little later) if the workload required a longer day. Bob Kluck said that he could take over the responsibility for Executive Board Meeting minutes. Kathy Miller would attend the meetings only to provide club information-much like Liz Kierksey's report on finances.

Bob Church said that the change in the Office Manager hours would require a change from a salaried to hourly rate of pay. Kathy stated that that was fine. There was a discussion of an hourly rate of pay. The Club is currently paying Kathy \$15 per hour. The other office staff is being paid approximately \$13 per hour. Bob said that an increase in the hourly pay had been discussed but that amount has not been determined.

The Board agreed to contact one of the former applicants for the Office Manager position to determine her interest in working in the afternoon, possibly from 3 pm to 7 pm. This person has considerable experience working with the Swim Team and its snack bar operations.

The meeting was adjourned at 8:20pm. Next Board Meeting will be July 14, 2015 at 7 pm.

Submitted by: _____ Approved: _____
Kathleen Miller km/KM