

Pacific Sands Cabana Club Huntington Beach
Annual Meeting--November 13, 2019
MINUTES

Call to Order:

Judi—thanks for coming, I am conducting bc Bob couldn't be here tonight, due to a death in the family. On the back of your agenda, is a list of fiscal accomplishments for 2019...

- **Board of Directors**—Bob Church (President), Judi Hall (VP), Randy Clark (Treasurer), Nick Casson (Maintenance and Grounds), Kelly Morrison (Secretary).
- **General Manager**—Rise' Krejci-Rodrigues
- **Office Staff**—Paige, Nancy
- **Accountant**—Liz Kirksey

Fiscal 2019 Accomplishments:

- See "2019 Accomplishments" page

Judi--Things we have accomplished this year, upgrades to things that were needed, we have some things coming up, pool maintenance, tennis courts,,,

Partners for 2019:

- City of Huntington Beach (HBJG and Lifeguards)
- Surf City Aquatics—USA Swimming/USA Masters Swimming
- Water Aerobics

Judi--We have continued relationships with these partners

Club Parties 2019:

- Mac 'N Cheese Cook Off, St. Patrick's Day, Easter, Sinko de Mayo, 4th of July, Penguins End-of Season Awards Party, Mother's/Father's Day, Dive-in Movie Night, Oktoberfest, Christmas Party.

Financials:

- Balance Sheet/Profit and Loss—financials are available to look over, as they always are, they are here to go over, anytime you want.
- Reserve Study—we have a reserve study that projects the expenditures over the next 30 years to keep the club healthy and going. This is something that has never been done. For the incoming board, it's a great overview of what is happening with the club, overall, so we don't run into financial trouble, like we have in the past. It's a working tool as we go forward.

2020 Goals:

- Resurface Tennis courts
- Restripe parking lot
- Replace flooring in the cabana club
- New pool cover
 - discussed Jacuzzi options
 - discussed nominating committee and procedures and how to improve
 - discussed information dissemination throughout club membership
 - discussed open/closed meetings
 - discussed pool closing for maintenance
 - discussed bylaw restating process
 - discussed Friends of Cabana Club

Elections for Board of Directors:

- Terms ending—Bob Church (President), Randy Clark (Treasurer), Nick Casson

- Candidates—Justin Holmes, Patrick Tangney, Jason Moller, Kelly Murphy, John Winkels
- **Winners announced—Justin Holmes, Jason Moller and John Winkels.**

Proposed, Amended, Restating Bylaws:

- Voting for new Proposed, Amended, Restated Bylaws—**please vote!**

We're waiting for the results of that vote.

Meeting Adjourned ____ 8:30

Approved by: _____

Written by: _____

Kelly Morrison

Pacific Sands Cabana Club HB 2019 Fiscal Accomplishments

Pool Deck/Clubhouse/Bathrooms>Showers/Storage:

- New LED lighting and timing system for pool deck
- New Umbrellas
- Planters and plants added on pool deck and tennis courts. Clubhouse--new snack bar and clubhouse décor
- Rescreened all windows and sliders.
- Replaced all external electrical outlet covers
- Replaced BBQ door latches
- New hoses and storage containers
- New ping pong table
- Painting touch-ups in clubhouse and bathrooms
- Numerous plumbing updates and repairs (sinks, toilets, showers, soap dispensers)
- New signage around property: (restrooms, parking lot, fire extinguishers, table top displays, window displays, hazardous chemical signs, changing room, AED)
- Painted and repurposed magazine rack and filing cabinet in clubhouse
- Two Communication Display cases were added externally
- Toy shelving added in clubhouse
- All property storage rooms were cleaned out, sanitized and organized with new shelving. (Swim, Maintenance, Clubhouse, Main Office, Swim/Tennis Office, Tennis Shed, Main Pool Pump Room, Acid Pump Room, Chlorine Pump Room, grounds behind tennis shed and courts, grounds behind pool shed)
- Started monthly insect and rodent extermination service and eliminated property rodent infestation.
- New monthly janitorial service provider

Tennis Courts:

- New LED lighting for tennis courts
- Tennis light poles repainted
- New center tennis fencing between courts
- Back gate screening reinforced to prohibit trespassing
- New tennis drinking fountain, message board and awning
- New tennis back wall
- New tennis shed gate
- Tennis courts to be resurfaced in November

Pool:

- New weekly pool cleaning service provider
- New monthly pool equipment maintenance service provider
- New pool controller with electronic alarm notifications, chemical pumps, filters, and other equipment
- New pump room exhaust fans, acid pump room emergency shower, painted pump rooms—internally, externally, and doors

Security:

- Installed surveillance cameras and security alarm system (homeless activity, vandalism, and trespassing issues)
- Extended fence heights on two side gates to prohibit trespassing
- New front gate entry key pad
- Added locks for external gas and electrical boxes
- Installed privacy window blinds in front office

Business Improvement:

- Implemented new processes and efficiencies for payables, receivables and collections, assessment tracking, member/vendor billing, inventory and purchasing.
- Updated HR record keeping, policies and procedures.
- Commissioned a Premier Professional Reserve Analysts provider to perform a field inspection, cost estimating, and financial analysis for the first PSCC Reserve Study. This is a comprehensive report that portrays the current physical and financial conditions, as well as the future needs of a property. This tool is used for long term budget and financial planning for up to 30 years.
- Hired an attorney to amend, update and create restated bylaws to bring PSCC Bylaws into full compliance with present-day California nonprofit public benefit corporation law; federal Internal Revenue Code and IRS opinions and mandatory requirements; and to provide a set of clear, comprehensive Bylaws to help the corporation operate more effectively.