

Shadow Brook Swim Club **DRAFT**
Minutes of Board of Directors Meeting -- Jan 9, 2007
Jody Tempel's Residence, 6755 Bret Harte, San Jose, California

(Board Members Present: Jody Tempel, Patrick Smith, Rodney Whitefield, Doug Newton, Will Todd. Outgoing board member present: Monique Bosomworth. No others present.)

A. Open. Patrick Smith, President, opened meeting at 7:13 pm.

B. Minutes. Rodney Whitefield, Secretary, passed out minutes of Fall General Meeting, 11-17-06. Motion made and seconded that they be approved, and passed unanimously.

C. Board Positions. Motion made (Rodney) that Jody Tempel be VP Social, Patrick Smith President, Rodney Whitefield VP Pool, Doug Newton Treasurer, Will Todd Secretary, and Tom Chester Communications. Seconded (Doug), and passed unanimously. Will is a new board member.

D. Pool Landscaping. Monique Bosomworth, outgoing VP Pool. Landscaping scheduled to be finished at the end of this week, unless it rains. Sod on order. The sod is heavy duty, but soft. Bender board and river rock to be put around olive trees. New magnolia tree will replace the dead pine tree. Cement work is done. The trellis is rotted out and will be removed. Ivy will be put along the wall. Randy is working on the roof. Tanks are in – filled yet? The tanks don't need to be filled until April, just before the start of swim season. Then they need to be filled every three weeks. Our Lincoln Pool Supply representative is Bill Hurd.

E. Swim Team Season Preparation. Monique Bosomworth, outgoing VP Pool. Past coaches are likely returning. We need updated information on swim pool employees. A modified employment form will be created for rehires, so that they don't have to fill in the entire job application form. New W4s need to be filled in by all returning employees, too. It is important that we ascertain the current status of certifications. We should then consider sending a follow-on letter that affirms their employment commitment, and asks that they notify us if they change their intent.

F. Swim Team Schedule. Monique Bosomworth, outgoing VP Pool. Schedule will be mailed to Board. We should advertise for hiring lifeguards & pool manager. We could hang a sign by the flagpole & advertise in the Splasher. Andrew Robb is likely returning as pool manager.

G. CC&Rs. What's needed to adopt the new CC&Rs developed by the CC&R Committee is, minimally, 1) board review, 2) legal review, and 3) an intensive "marketing" campaign to obtain the necessary support in the neighborhood. It was generally agreed these tasks cannot be completed in time for the spring meeting. Rodney suggested that we could consider extracting Policies from the CC&R draft and posting that material as a separate, "policy guideline" on the web site. Patrick will contact CC&R committee members and tell them we cannot present their proposed CC&R update at the Spring Meeting, but that the Board is working on the issue.

H. ACC. The ACC is down to only one member, Don Hale, because Bill Helms moved away and Dick Kohl resigned. Patrick offered to help Don as needed. A Splasher notification is needed to advertise for ACC members. No critical issues have arisen recently.

I. Shadow Brook Website. It was emphasized that this is extremely important to the Swim Club. Information must be promptly posted to the site. August is the last date minutes have

been posted, and September is the last month a Splasher was posted. It was suggested that Social and Swim Team be given special capabilities/privileges to post their material. Old data must be deleted from the web site.

J. Director Updates

1. **IRS.** We received a letter from the IRS saying we haven't filed our tax returns. It was suggested that the data be submitted directly to the firm, which files the return.
2. **Gardening Service.** Costs \$500 / month. Since we have new landscaping, this might be an opportune time to look for alternatives.
3. **Association Members.** Since swim team sign-ups are in March, we should consider getting the mailing out to Associate Members in mid-February. Doug suggested including invoices in the mailing to save a step in the process. It was suggested that we tell them that the Splasher is available on the web, and will no longer be mailed to them. It was suggested that we retain the "Limited Use Membership" category. It was noted that Associate Member dues haven't been raised in a while. Doug made the motion to raise Associate Member dues from \$450 to \$475, Rodney seconded, and it was passed unanimously.
4. **Lifeguard Wages.** Monique noted that our lifeguard wages are not competitive. Will made the motion that wages for starting lifeguard be increased from \$7.25 to \$7.75 per hour, the second level be increased from \$7.50 to \$8.00, etc. It was seconded and passed unanimously.

K. Adjourn. Patrick adjourned the meeting at 9:32 pm.

Respectfully Submitted,
Will Todd, Secretary