

MISSION VIEJO SWIM AND RACQUET CLUB
BOARD OF DIRECTORS MEETING
“ O P E N S E S S I O N ”
TUESDAY SEPTEMBER 21, 2010
MINUTES – MVSRC CLUBHOUSE

I. CALL TO ORDER

Board president, Don Myhra, called the Open Session meeting of the Mission Viejo Swim and Racquet Club Board of Director's to order at 7:07 p.m.

DIRECTORS PRESENT

Don Myhra
Rennie Stark
Joe Bolich (arrived at 8:15pm)
Ron Schouten
Vickie Steele

DIRECTORS ABSENT

Mission Viejo Swim and Racquet Club

Sue Ward, Club Manager
Doreen Barron, Meeting Minutes

II. HOMEOWNER FORUM

Discussion 1:

Homeowner, Roger James was not present; however, he wrote a letter to the Board of Directors requesting the purchase of both 55 lb and 60 lb dumb-bell sets. Mr. James pointed out the addition of the dumb-bell sets would cut down on the overuse of the weights and pulleys on the Maxx Universal Gym and would be an excellent addition to the free weights that we currently offer. Mr. James provided pricing from Busy Body and Sue provided pricing from Advantage Fitness, both similar in cost. Discussion ensued regarding the number of people who would actually use the heavier dumb-bells. Board member, Rennie Stark suggested a survey be taken to help determine the merit of the expense. This item was tabled until a survey could be completed.

III. APPROVAL OF MINUTES

Meeting of September 21, 2010

Motion: Ron Schouten motioned to approve the August Minutes

Second: Rennie Stark

Ayes: Schouten, Stark

Nays: None

IV. APPROVAL OF FINANCIALS

Financial Statement for 8/1/2010-8/31/2010

Motion: Ron Schouten motioned to approve the August Financial Statement

Second: Rennie Stark

Ayes: Schouten, Stark, Steele

Nays: None

One West CD - maturity date: September 24, 2010

One West CD will mature on September 24, 2010. The Board reviewed the current percentage rates available with various banks in the area. One West Bank currently has the best rate for a 24-month CD.

Motion: Vickie Steele motioned to approve retaining the CD at One West Bank

Second: Rennie Stark

Ayes: Steele, Stark, Schouten

Nays: None

V. OLD BUSINESS**A. Pool Filter Replacement****Discussion:**

The Board reopened the discussion on Sand Filters versus DE Filters. Sue Ward stated that Sand filters are mostly at commercial properties and do very well there. Rennie Stark stated that we have had good results with our DE Filters, have had them for a long time, and overall they are cheaper. The water quality has been very good as well with the DE. The Board decided DE Filters would be the best option.

Motion: Ron Schouten motioned to approve AAA Pools to install the DE Filters

Second: Rennie Stark

Ayes: Schouten, Stark, Steele

Nays: None

B. Treadmill Repairs**Discussion:**

Sue obtained the replacement cost of the wax lift board suggested by the manufacturer at a cost of \$666.00. There is no guarantee that this will correct the "incline" issue we have had with the treadmill for the past few months, but it is the last part replacement pertaining to the incline issue. Sue also obtained the cost for a new treadmill at a cost of \$6,300, which includes a 3-year warranty at no charge. Our warranty on our current treadmill was within the warranty period except LA Fitness went bankrupt. The Board opted to go forward with the wax lift board replacement with expectation that this will resolve the issue. The repair cost is to be paid from the Reserve account.

Motion: Rennie Stark motioned to approve the replacement of the wax lift board.

Second: Vickie Steele

Ayes: Stark, Steele, Schouten

Nays: None

C. Computer Update**Discussion:**

The Club's IT technician repaired Doreen's computer hard drive, stating it was internally very dirty and dusty. Sue Ward's computer experienced another blue screen failure. On Thursday, September 23, 2010, Sue will meet with the IT technician to discuss file back-up options, desktop replacement, and software upgrades. Board suggested that we could just replace the desktops and retain the monitors. Board approved \$1400 to be funded from the Reserve account.

Motion: Rennie Stark motioned to approve the replacement of both desktops.

Second: Ron Schouten

Ayes: Stark, Schouten, Steele

Nays: None

D. Budget for 2011**Discussion:**

The Board reviewed the preliminary budget for 2011 and made an inquiry to the reason for the increase in costs shown regarding "office supplies". Sue clarified the increased costs as: the purchase of 2 new printers, laminator for id cards, and the printing costs associated with our election procedure and financial statement, which were unforeseen costs.

Motion: Rennie Stark motioned to approve the 2011 Budget

Second: Vickie Steele

Ayes: Stark, Steele, Schouten

Nays: None

E. Escrow Transfer Fee & Other Escrow Fees**Discussion:**

The Board discussed and elected to retain the current Escrow Transfer Fee of \$250 and other charges associated, ie; refinance fees, rush fees, document fees.

Motion: Rennie Stark motioned to retain the current Escrow fees

Second: Ron Schouten

Ayes: Stark, Schouten, Steele, Bolich

Nays: None

E. Delinquency Policy & Collections**Discussion:**

The Board reviewed the delinquency policy. Discussion ensued. The Board determined that no alteration to the policy is necessary.

VI. NEW BUSINESS**A. Water Heater Replacement****Discussion:**

On September 12, 2010 the Clubhouse water heater failed and required immediate replacement. Pro-Serve plumbing replaced the water heater as an emergency service. Sue Ward requested approval to pay Pro-Serve Plumbing from the Reserve Account.

Motion: Vickie Steele motioned to approve payment from the Reserve Account
Second: Joe Bolich

Ayes: Steele, Bolich, Schouten, Stark
Nays: None

B. Spa/Parking Lot Door**Discussion:**

The Spa / Parking Lot door has been installed and painted. Sue Ward requested approval to pay Calico Construction from the Reserve Account.

Motion: Ron Schouten motioned to approve payment from the Reserve Account
Second: Joe Bolich

Ayes: Schouten, Bolich, Steele, Stark
Nays: None

C. Water Fountain Replacements for Tennis Courts**Discussion:**

Pro-Serve and Dana Plumbing submitted proposals to replace both outdoor water fountains on Tennis Court 1 and Tennis Court 2. Dana Plumbing's bid for cold water fountains was the least costly of the two proposals. Water fountains will be paid from the Reserve Account.

Motion: Joe Bolich motioned to approve Dana Plumbing's proposal for 2 Elkay water fountains.
Second: Rennie Stark

Ayes: Bolich, Stark, Steele, Schouten
Nays: None

D. Tennis Court Lights:**Discussion:**

Sue Ward stated that Service 1st Lighting bid represented the same costs as the bid they submitted last February when they replaced the tennis court lights on court two. Three Phase Electric's bid didn't include a cherry picker at first, and after adding that in, their bid was substantially higher. The light fixture that is above the stair entry from the pool area needs to be replaced as a safety concern as the cover has broken off and the exposed light bulb could potentially shatter. Service 1st Lighting bid includes replacement of 2 safety flood lights in the court area. The payment will be made from the Reserve account.

Motion: Ron Schouten motioned to approve Service 1st Lighting bid

Second: Rennie Stark

Ayes: Schouten, Stark, Steele, Bolich

Nays: None

E. Holiday Open House:

The annual Holiday Open House will be held on Saturday, November 27th. The open house will include Santa Claus and the Balloon Guy at a cost of \$615. Sue Ward requested to design and send out holiday open house postcard reminders since not everyone is on our email blast and wanted to ensure that homeowner's were reminded of our open house. The cost for the mailings is approximately \$200.00. Sue will also purchase the necessary bakery items from Costco.

Motion: Ron Schouten motioned to approve the Holiday Open House event.

Second: Joe Bolich

Ayes: Schouten, Bolich, Steele, Stark

Nays: None

VII. Executive Session:

9:00 pm. After announcing to the membership the topics for executive session, the Board adjourned into executive session;

1. Board held "Special" Executive Session on September 16, 2010
 - a. Board approved postponement of foreclosure
2. Board approved 2 foreclosure proceedings
3. Board approved 2 payment plans
4. Board approved continuance of foreclosure proceedings and lawsuit
5. Board approved suspension of delinquent homeowners
6. Board held "Special" Executive Session on September 23, 2010
 - a. Board rescinded vote to continue foreclosure proceedings and lawsuit

MEETING ADJOURNED AT 9:45 PM

NEXT MEETING: OCTOBER 19, 2010 AT 7:00 PM

The foregoing minutes have been approved by the Board of Directors.

APPROVED: _____ **DATE** _____