

**MISSION VIEJO SWIM AND RACQUET CLUB**  
**BOARD OF DIRECTORS MEETING**  
**“OPEN SESSION”**  
**Wednesday March 19, 2014**  
**MINUTES – MVSRC CLUBHOUSE**

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I. **CALL TO ORDER**

1<sup>st</sup> Vice President, Mona Green called the Open Session meeting of the Mission Viejo Swim and Racquet Club Board of Director's to order at 6:00 p.m.

**DIRECTORS PRESENT**

Mona Green-1<sup>st</sup> Vice President  
Rennie Stark-2<sup>nd</sup> Vice President  
Scott Linsley-Secretary

**DIRECTORS NOT PRESENT**

Ron Schouten-Treasurer  
Joe Bolich, Jr.,-President

**Mission Viejo Swim and Racquet Club**

Sue Ward, Club Manager,  
Doreen Barron, Assistant Manager, Meeting Minutes

II. **HOMEOWNER FORUM**

Steve Simpson in attendance

III. **APPROVAL OF MINUTES - Meeting of February 19, 2014**

**Motion:** Scott Linsley motioned to approve the February 19, 2014 minutes

**Second:** Rennie Stark

**Ayes:** Linsley, Stark, Green,

**Nays:** None

IV. **APPROVAL OF FINANCIALS- Financial Statement for 2/1/14-2/28/14**

**Motion:** Rennie Stark motioned to approve the February financials.

**Second:** Scott Linsley

**Ayes:** Stark, Linsley, Green,

**Nays:** None

V. **OLD BUSINESS**

**Chain Link Fence Posts:**

The Board had requested Sue obtain clarification regarding how the vendors Alpha Fence Company and Orange County Fence would repair the chain link posts. Sue informed the Board that Orange County Fence would replace posts and footings, while the Alpha Fence Company would attach braces. The Board approved Orange County Fence to make the repair to the fence posts. Payment will come out of the Reserves account.

**Motion:** Rennie Stark motioned to approve Orange County Fence to repair the fence posts

**Second:** Scott Linsley

**Ayes:** Stark, Linsley, Green

**Nays:** None

## **VI. NEW BUSINESS**

### **Window Tinting/coverings:**

Sue Ward submitted a cost estimate provided by Suntamers for the application of window tinting to the office sliding door and the kitchen windows. Discussion ensued regarding obtaining an additional estimate for the clubhouse glass doors, and the cathedral windows above the doors. Window tinting would prevent damage to furniture and cabinets along with providing energy efficiency and energy cost savings. Scott Linsley also requested that Sue pursue other possible suitable window covering options that could replace the currently installed mini blinds. The Board tabled this item until more information is available.

### **Men's Outside Restroom Door/Lock Repair, Fascia Replacement, Wall in "Add-on" Room, stucco repair in parking lot (New Area)**

Sue Ward submitted a proposal from Calico Building to replace the door-jam to the men's outside restroom, and the addition of new door handles to both restrooms with push button locks to alleviate children from locking themselves in the restrooms. Replace specified fascia boards outside of the restroom area. Repair the wall in the "add-on" room to prevent water from entering and causing damage. Remove and install the storage closet (purchased separately). A new area in the parking lot requires some minor stucco repair. Scott Linsley requested that the fascia board be replaced using Spruce Wood, not Douglas Fir. The Board agreed to have Calico Building complete the necessary repairs. Payment will be made out of the Operating Account.

**Motion:** Scott Linsley motioned to have Calico Building complete the necessary repairs

**Second:** Rennie Stark

**Ayes:** Linsley, Stark, Green

**Nays:** None

### **Reserve Study Analysis – "On-Site"**

Sue submitted proposal for this years, 2014, "on-site" Reserve Study by Advanced Reserve Solution for the Board's review. The Board approved an on-site, Option 1a, study to be performed by Advanced Reserve Solutions, Inc.

**Motion:** Mona Green motioned to approve Advanced Reserve Solutions, Inc. perform the club's 2014 on-site reserve study analysis including pictures.

**Second:** Rennie Stark

**Ayes:** Green, Stark

**Nays:** Linsley

### **Water Conservation Information from the city of Mission Viejo**

The city of Mission Viejo requested that this material be passed on to the Board. Informational only, no action necessary.

### **Annual Meeting of the Members Schedule Date**

The annual meeting of the members is scheduled for Saturday, June 7, 2014 at 1:00 pm. Informational only, no action necessary.

**VII. PLACEMENT OF LIENS**

That, in accordance with the revised collection policy which was mandated by the Changes in California Civil Code, the Board authorizes the placement of liens with the following:

***None***

**VIII. EXECUTIVE SESSION**

- Board reviewed all delinquent accounts as of February 28, 2014
- Board reviewed the status of accounts in collections with ALS
- Board reviewed the status of accounts in collections with SBS

**OPEN SESSION MEETING ADJOURNED AT 6:50 PM**

**NEXT MEETING: April 16, 2014 at 6:00 PM**

**APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_**