

# MISSION VIEJO SWIM AND RACQUET CLUB

## BOARD OF DIRECTORS MEETING

### “OPEN SESSION”

Wednesday, January 16<sup>th</sup> 2019

### MINUTES – MVSRC CLUBHOUSE

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#### **I. CALL TO ORDER**

President, Sheri Aune, called the Open Session meeting of the Mission Viejo Swim and Racquet Club Board of Director's to order at 6:20 p.m.

#### **DIRECTORS PRESENT**

Sheri Aune – President  
Jesse Rabinowitz – 1<sup>st</sup> Vice President  
Rennie Stark – 2<sup>nd</sup> Vice President

#### **DIRECTORS ABSENT**

Ron Schouten – Treasurer  
Elissa Hamburg - Secretary

#### **MISSION VIEJO SWIM & RACQUET CLUB**

Heather Persons, Manager  
Kelly Ray, Office Assistant

#### **II. HOMEOWNER FORUM**

There were three homeowners in attendance.  
Homeowner, Joy Corpora requested an update of what budget items were planned in 2019 for the club. There was a general discussion of future projects and general use of club facilities.

#### **III. APPROVAL OF MINUTES – Meeting of November 15, 2018**

**Motion:** Jesse Rabinowitz motioned to approve the November 15, 2018 minutes

**Second:** Rennie Stark

**Ayes:** Aune, Rabinowitz, Stark

**Nays:** None

#### **IV. APPROVAL OF FINANCIALS- Financial Statement for 11/1/2018-11/ 30/2018**

**Motion:** Jesse Rabinowitz motioned to approve the November financials

**Second:** Rennie Stark

**Ayes:** Aune, Rabinowitz, Stark

**Nays:** None

#### **APPROVAL OF FINANCIALS- Financial Statement for 12/1/2018-12/31/2018**

**Motion:** Jesse Rabinowitz motioned to approve the December financials

**Second:** Rennie Stark

**Ayes:** Aune, Rabinowitz, Stark

**Nays:** None

#### **V. UNFINISHED BUSINESS**

**Protection One** – Who gets called in what order in case of emergency –Discussion Only

**Pool Furniture** - Review of bid from Patio Guys proposal to re-sling/replace fabric of current furniture vs. cost of replacing with Grosfillex furniture.

**Motion:** Rennie Stark motioned to accept the bid from the Patio Guys to re-sling/repair existing pool furniture.

**Second:** Jesse Rabinowitz

**Ayes:** Aune, Rabinowitz, Stark

**Vista Del Verde** – Proposal falls under standard club operating procedure, no need for motion

### **Asyst Update**

Pacific Western Bank account opened, Cindy, has all financials and will handle the financials from this point forward. Ask if pick up/courier service is available from them to aid in processing checks still turned in to the club office - Discussion Only

**Hours of Operation** – Board decided to keep the club hours at 9:00 am to 8:00 pm, daily.

**Motion:** Rennie Stark motioned to keep current hours of 9:00am to 8:00pm daily  
**Second:** Jesse Rabinowitz  
**Ayes:** Aune, Rabinowitz, Stark  
**Nays:** None

## **VI. NEW BUSINESS**

**Facebook Page** – An unofficial page was created by Facebook, Heather requested ownership of that page to make it official. It is to be updated and maintained by Club personnel and the Club's webmaster.

**Motion:** Rennie Stark motioned to make the Facebook page official and updated by Club personnel and Club webmaster.  
**Second:** Jesse Rabinowitz  
**Ayes:** Aune, Rabinowitz, Stark  
**Nays:** None

**Tennis Court Resurfacing** – Reviewed proposal from Taylor Tennis. Mr. Taylor recommended we do the resurfacing in the spring for best results.

**Motion:** Rennie Stark motioned to approve the bid from Taylor Tennis to resurface both courts, however, declined the painting of the viewing area.  
**Second:** Jesse Rabinowitz  
**Ayes:** Aune, Rabinowitz, Stark  
**Nays:** None

**Fraud Activity** –\$1388.87 in fraud charges discovered in Comerica account. Heather filed a dispute with the bank. The bank has credited \$1376.13 back to the account, a difference of \$12.24. Michael at Comerica is investigating the discrepancy and will report back to Heather - Discussion Only

**Close Comerica Account** – A new business operating account has been set up with Pacific Western Bank, and this account is no longer needed as a business operating account.

**Motion:** Rennie Stark motioned to close Comerica account when everything clears and deposit remaining funds into the Pacific Western Bank account.  
**Second:** Jesse Rabinowitz  
**Ayes:** Aune, Rabinowitz, Stark  
**Nays:** None

## **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 accounts:

**VIII. EXECUTIVE SESSION**

- Review Status of Accounts in collections with SBS
- Review delinquent accounts as of 1/31/19
- Personnel Matters

**OPEN SESSION MEETING ADJOURNED AT 6:45PM**

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