

CST Board of Directors Meeting Minutes

February 9, 2015

Board Members Present: Mike M., Keith, Stuart, Robin, Tricia, Melissa, Chip, Cary, Margie, Ridgely, Mike C., Jamie, Suzanne, Kim, Robin, Tara, Trisha, Roger, Laurie

Absent: Mark Wolff

Meeting Called to Order: Mike called the meeting to order at 7:06 pm.

Minutes: Laurie had emailed the January minutes and the group voted to approve them after noting Jamie was absent but not listed.

Old Business

Master Plan: Jamie provided an update to the master planning process. They have tried to find some additional bids, with one in hand and another on its way. The subcommittee met January 28 to pull together existing bids, survey findings, and created a voting process to come to consensus. The committee meets again this week. They are going to work on vision and mission statements on next 4-8 months, though the master plan takes priority. Quotes and options will be discussed at least 2 more times prior to Board's March meeting. The Board reviewed the draft Master Planning Contract. The contract will be for long-term options, to include maintenance, construction, and other items related to our TBD mission and vision. The selected contractor will have input to vision/mission but will not write these living documents. Annual maintenance, long term maintenance, and capital items need to be separated and accounted and planned for, and not all require zoning approval.

Part of the reason this process is critical is that Board members turn over every 2 years. The goal is to stack up the plans, spend money wisely, and know what to expect in the out years. Documenting this process and how we got there is important to the process, so the next Board members know the hows and whys we did what we did.

New Business

Finance Report/Budget Review and Program Updates:

Dive: We are working to solidify dive staff. The 2 adults are coming back and we are looking for a college student.

Maintenance: The operations budget includes grounds, ongoing and one-time, plus pool service. Tennis maintenance (leaf blowing) was moved to maintenance operations since the tennis board members do not control the vendor. Pool chemicals are determined by weather in some cases. Maintenance for this season includes white coating of baby pool and patchwork for parking lot. Mike C. will determine when these should be done for cash flow issues. This does not include costs for tennis court resurfacing, which needs to be done every 3-5 years.

Membership: Dues are coming in. Trisha asked what other clubs pay. We should investigate. Mike M. will look into other local and comparable clubs' fees.

Tennis Activities and Teams: The major change under the new pro contract is that private lessons and semi-privates will go outside of the CST system. The pros will collect these monies and the Club will no longer collect the money and will no longer pay associated credit card fees. Tennis is saving money through this renegotiated contract. 175 people registered for clinics.

Pool Activities: Since this is a new category, there isn't much data on past expenditures from which to create a budget. Swim group lessons and the summer camp are included, but private swim lessons go straight through instructors, as with private tennis. Any new programs, such as water aerobics or yoga, will be self-supporting.

Discussion: Group lessons are self-supporting, as is the summer camp, once minor expenses are removed. Guards are paid separately for group lessons and hourly guarding wages. Dates for group lessons and camp will be published ASAP.

Social: The budget includes the best estimate based on records from previous years. There will be 2 more movie nights and a men's night. Robin has asked for a 10% increase to cover these.

Swim: Salaries have increased due to hiring 2 professional coaches. Supplies include mesh hand paddles for swimmers to use. Swim team is going to do an arm chair fundraiser at the beginning of the season instead of an auction. Dues will also increase to cover coaching fees, though the team is expected to be the same size.

Treasurer: Website administration includes Constant Contact, EZ Facility, HyperMart. Insurance is stable.

Communication: Melissa is considering a February issue on tennis, with social and swim in March.

Budget Discussion: Roger will distribute a revised budget for a final vote at the following meetings. We will vote on this final budget. Mike asked each team and program to come up with a breakdown of each expense.

New Business:

Club Opening: May 16 is opening day. Tennis clinics begin April 11.

The meeting was adjourned at 9:05. The next meeting is March 2 at 7 pm.