

MARIN TENNIS CLUB
MINUTES OF HOUSE AND GROUNDS COMMITTEE MEETING
September 6, 2017

5:00 Walk around:

Upper patio/Beer garden: things look untidy, plants dying, location/arrangement of bar and planters still doesn't look good

Men's Locker Room: Much improved overall. Exterior patio looks good, shower area is cleaner and the non-slip mats look good. Hooks still need to be added in shower privacy area. There is a large tub being used on the patio for ice baths by some of the members.

Chair Diane Fass called the meeting to order at 5:40pm.

Also Present: Ron Pejooch, John Honey, Katharine Fisher, Mollie Malone Chris Horne and Board Liaison Aric Clark

Absent: Jeff Kent, Eduardo Madueno, Randy Tugaw

APPROVAL OF MINUTES

Committee approved the minutes of the August 8, 2017 meeting **(M/S/C Honey/Fass 6-0)**

BOARD UPDATE by Aric Clark

The current financial tracking being done by the club has been deemed by the board as unacceptable in its current form. An outside accounting consultant (Herb Gottlieb) has been hired under a 3 month contract to upgrade the tracking of all expenses and creating more useful categories in QuickBooks. This begins on Monday, September 11, 2017. On Tuesday there will be a meeting with the Club Automation Software people. It is hopeful that by implementing these two things, the club will be much more able to understand where the money is going and we can regain control over the maintenance and capital expenditures budgets that apply to House & Grounds decisions, as well as an overall improvement to the smooth running of the club finances. Until this accounting project is completed, there will be a freeze on spending for both capital expenditures and maintenance, however, spending on maintenance will likely be restored fairly quickly after getting a handle on the profit/loss.

MANAGER'S REPORT by Chris Horne

Daily Maintenance Tasks:

- The maintenance crews have been coached on their daily routines and task lists. This has created an improved relationship between the day and night crews. Tasks are being completed more regularly.

Pathway lighting for safety:

- Lots of the bulbs in the pathway lighting behind court 1 are burned out. Chris will be working on getting these replaced, however the bulbs run about \$15 each, so he is researching the most reasonably priced replacement option.
- The fact that there will now be members/guests using the upper courts after dark, will mean that we need to improve the lighting on the pathways leading to the upper courts. It may be a little complicated to gain access to subpanel to install new circuit, but the power can be brought from the subpanels from the solar, on the wall behind the storage/workshop by court 4. Jeff Kent and Chris H. to work on a solution for this.

Completion of Courts 5,6,7 Lighting:

- All is complete except the Glare Guards and final lighting adjustment.

Hydration Stations:

- Chris would like to research how installing some centrally located filtered water stations that members/guests use by refilling their own bottles could save a tremendous amount of money and environmental impact over time. We use a ton of plastic cups!! He will be making a proposal with the findings.

Uniform Service:

- This is another area where Chris feels that he can save the club money over time by purchasing our own stock of uniforms and doing the laundry service for them in house. He will research and make a proposal.

OTHER COMMITTEE BUSINESS ITEMS**Increasing the number of parking spaces:**

- Thornton Paving met with Diane on site to give a price estimate for increasing the parking lot by 5 spaces. The estimate was \$20,000. It was agreed that this is good information to have, but there is no action to be taken at this time regarding parking.

Patio furniture cushions:

- The cost to replace the cushions on the outdoor patio furniture will be \$3,000-\$4,000. The decision was made that we will wash the existing covers and reinstall them for the time being.

Long Range Architectural Plan:

- Diane, Katharine and Mollie have conducted a total of 3 interviews with potential candidates. We have selected BAR, who were the original firm who designed the club when it was built. Diane will be meeting with the partner, David Israel, from BAR on Thursday 9/14/17 at 3:30. She will discuss with him the possibility to reduce the fee and narrow the scope to get started. The final proposal will be presented at the September Board Meeting for approval by the Board.
- It should be noted that Chris H. described the similar process that TPC went through to plan their remodel while he was the General Manager there.

2018 BUDGET "WISH LIST"

Please create a wish list of projects to be completed in the new year. We will discuss at the next meeting.

Meeting was Adjourned