

MARIN TENNIS CLUB  
MEETING OF THE BOARD OF DIRECTORS  
October 27, 2017, 6:00 p.m.

1. Meeting called to order by President Marty Marks at 6:00 p.m.

Directors Present: Aric Clark, Liz Collins, Joan Corbett, Lisa Cush, Richard Hoffman, John Honey, Marty Marks. Emily Birkenseer arrived after discussion of minutes.

General Manager Chris Horne and Herb Gottlieb also present.

Directors Absent: Richard Hoffman

2. Approval of minutes from Sept, 2017 Board meeting.

**3. Financial Report from Herb Gottlieb.** Herb and Chris have been working extensively to improve financial reporting with emphasis on inventory and cost of goods. Getting closer to having accurate numbers for the Café. They discovered that members who had spent no money for the café were not billed the minimum. They will determine the number of members affected for 1<sup>st</sup> and 2<sup>nd</sup> quarters and the amount due. It was moved, seconded and approved (7-1) to bill the quarterly minimum to those who were not billed for the first and second quarters.

There were some additional Accounting issues that were identified and corrected. Congratulations and kudos to Herb and Chris for working on our financials in such detail and resolving these issues.

**4. Club Automation Transition update.** Aric reports that the POS will be implemented in mid-December. Summary of key points: All Food/Bar orders will be processed via POS and printed in the cafe. Café staff will only prepare food. They will not take any orders. Location of where orders will be taken varies by time of day: Peak times and after 3:30 p.m. at the Bar. Off-Peak at the front desk. Refrigerated cabinet will be locked when order taking is from the front desk. A part-time person for 3-4 hours will be added to take orders during peak lunch times. During first week of live POS, we will have volunteers on hand in Café to help take orders if necessary (2 POS stations). Paper chits can be backup, if absolutely necessary. Procedures will be revised as needed based on live activity. All thanked and applauded Aric Clark and Keith Passaretti for the professional work and leadership they have demonstrated on this project.

5. **Committee Reports** – Abbreviated reports follow:

**Membership** – 312 members. There was a brief discussion about the number of days required to provide notice of resignation. The timeframe in the By-Laws is

to provide at least two calendar months notice of intent to resign. Chris will review this policy with individuals who have requested resignation.

The following people were moved, seconded, and approved (8-0) for Injured Reserve Status effective 11/1/17:

- Karen Davis – surgery and recovery period
- Pam Passaretti – back injury
- Keith Merron – knee/back
- Gene Almovada - back

**House & Grounds:** Aric Clark. No additional report since last Board meeting.

**Tennis Committee:** Liz Collins – Chris reported that provision of MTC logo tennis balls for USTA matches will be discontinued.

**Social Tennis Committee -** Maureen

**Entertainment Committee –** Emily. Chili Cook-off and Poker Night scheduled for Nov. 11.

Meeting adjourned at 8:20 p.m.

Respectfully submitted,  
Joan Corbett, Secretary