

DRAFT
MARIN TENNIS CLUB
MINUTES OF HOUSE AND GROUNDS COMMITTEE MEETING
January 3, 2018

We did not conduct a walk around at this month's meeting. There was no H&G Meeting in December 2017.

Chair Diane Fass called the meeting to order at 5:15 pm.

Also Present:, Katharine Fisher, Jeff Kent, Randy Tugaw, Chris Horne and Board Liaison Aric Clark, and John Honey joined us later.

Absent: Ron Pejooch, Eduardo Madueno, Molie Mallone

APPROVAL OF MINUTES

Committee approved the minutes of the November 1, 2017 meeting. (5-0)

MANAGER'S REPORT by Chris Horne

Issues on Elm Street with New Court Lights:

- The glare guards that were installed as part of the new LED light fixtures are worthless for addressing the problems with the neighbors. Jeff Kent has been working on a customized solution to address the light spillage that will need to be manufactured by a local sheet metal shop and installed. The club still needs to negotiate with Luminaire as to the financial implications of the solution. An action plan was sent to the City of San Rafael today (1/3/18) alerting them to the fact that we are on top of things and proposing a solution for the upset neighbors.

Furnace Blower:

- The furnace blower went out on Friday. The filter hadn't been changed in months or longer, and it wore out the blower and the repair cost \$650. We will now have the furnace serviced on a regular schedule for \$150 per year under contract. This will keep it functioning efficiently and eliminate the need for more costly repairs.

Tool Shed and ALL Service Sheds:

- All Sheds and Storage areas, especially the main storage area adjacent to the men's locker room, need to be cleaned and organized immediately. There are numerous safety issues and hazards with regard to how sensitive items are being stored. This is a disaster waiting to happen, and it must be resolved immediately.

H&G Operating Budget:

- The Board of Directors has approved the Operating Budget for 2018. House & Grounds will have a total of \$50,000, which includes things for the courts that come out of that budget – windscreens, painting fences, and court resurfacing. Once those items are deducted, there will be a maximum amount of discretionary funds each month of \$2,500. This is the only amount that the committee will be authorized to spend. If it is not spent one month, it can be rolled over into the next month, but it cannot be spent ahead of time until it accrues, as there simply aren't the reserves right now to deal with this.

Long Range Architectural Plan:

- The Board of Directors has approved the contract for the work to be conducted by BAR Architects. Diane Fass and Chris Horne will be meeting with David Israel to get things going. Chris H. suggested that we have David Israel, the partner from BAR, to present to the Board so that everyone is clear exactly what the work product of this contract will be, and how it will be presented.

BOARD UPDATE by Aric Clark

Based on all of the forensic bookkeeping that has been done, it has come to the attention of the Board that we will be needing to institute an increase in Club Member Dues of 4%. It will be taking affect around March, and will help to keep the Operations Budget in order, while building reserves for future expenditures.

OTHER COMMITTEE BUSINESS ITEMS

Jeff Kent:

- Jeff presented some options for low voltage path lighting that is needed in the new patio/pathway areas going to the newly lit Courts 5,6,7. The cost will be approximately \$1,700 and due to the safety issue of this lighting, it will come out of the GM Budget. This item was approved and will be implemented right away.

Diane Fass:

- The light gray swivel chairs in the lobby area have become very soiled and disgusting. She recommends finding replacements for these chairs
- There have been complaints about the absorbency of the new towels, but they do not seem to be warranted.

Brainstorming Ideas:

- Katharine suggested upgrading the upstairs workout area by rearranging the equipment to create a nice cardio area in the mezzanine where users could watch the tv, allowing the existing workout area to be spacious enough to actually work out in.
- John Honey suggested that we not have a workout area at all, but turn it into a conference room.

Meeting was Adjourned