Feb 27, 2020

Board of Directors Meeting Minutes

Meeting called to order at 7:24pm

Attendees:

GM-Chris Horne

Mark Clem

Randy Tugaw

Maureen Tierney

Eduardo Madueno

Linda Gordon

Angie Danielson

Jeff Birkenseer

**General Discussion:**
Thank you to the outgoing BOD members (Aric Clark, John Honey Emily Birkenseer) and acknowledgement of their hard work and efforts over the past 3 years.

**Discussion and Vote to install new Officers to the Board:**

All officers were unanimously approved.

President---Carnet Williams

Vice President---Angie Danielson

Secretary---Jeff Birkenseer

Treasurer---Mark Clem

Discussion regarding committee chairs, committee members and proposed future discussion of moving towards adopting term limits for committee members. Noting that we should try, if possible, to move towards more women in committee leadership roles. Installing “Co-Chair” positions to current committees to help with leadership, adding new committee members / encouraging new committee members and secession plan(s) for changeover in leadership at committee levels.

**Discussion regarding Roles of the BOD in relation to the Committees:**

 ---expectations of the committees and their volunteer members

 ---establish guidelines for committee members

 ---expectations of commitment from committee chairs and members (percentage of attendance at meetings, monthly / yearly goals, etc)

**Establishment of 2020 BOD / Committee Liaison roles:**

All liaison roles were unanimously approved.

 Linda Gordon – Membership Committee Liaison

 Randy Tugaw –House and Grounds Liaison

 Jeff Birkenseer – Tennis Committee Liaison

 Eduardo Madueno – Food and Beverage Liaison (and establishment of this committee)

 Liz Collins – Social Tennis / Entertainment Liaison

**New Committee Chair Confirmations:**

 Mick Spilsbury – Membership Committee Chair (Approved)

 Jody Osterweil – Tennis Committee Chair (Approved)

**Membership Committee Request:**

 BOD will review request between now and March meeting, at which will be voted on, the Membership committee request to issue a survey (for April distribution). March Agenda item.

**ADA Presentation coming in March BOD meeting:**

Craig Williamson – ADA Expert to make recommendations to BOD on steps the club can take to get in compliance. Phased based approach. Steps taken in the next 1-10 years can be used as “credit” towards eventual compliance. Main focus is access to 1 court (likely court 1) as well as bathrooms and café area. March Agenda item.

**GM Report:**

 Angie and Jeff B signed Signature cards for purpose of being able to co-sign checks (Bank of Marin)

 Café—Budget is going better than planned (Feb revenue up $2000 not down $2000).

 City Approval on Lights-- compliance with neighbors. Less spillage of light into street. Neighbors and city have signed off on plan. Plan is to retrofit Courts 3 & 8 with new lights, current lights will be moved to Courts 10 & 11. Court 7 will restore to Normal / Full angle setting.

 Men’s Locker Room—Delayed start to project due to materials delay (Virus related). Project will start Mach 23rd. 3 days to demo lockers. 3 Days for flooring / tile work. Completion should be done 1st week of April. Temporary plan for Men’s bathroom / shower use is TBD but likely to utilize the pool area bathroom / shower as temporary facility.

**Next BOD meeting shall be 3/26/20**

5:30 light dinner, meeting at 6pm.

Meeting adjourned 8:28pm