



**Pacific Sands Cabana Club
Executive Board
Meeting Minutes
December 17, 2013**

Call to order- The meeting was called to order at 7:07 PM.

Present were: N. Casson, B. Church, R. Clark, B. Kluck, R. Kreji-Rodrigues

Financials –There was a discussion of the budget for 2014. Liz Kirksey explained how budget items are accounted for on the monthly and yearly statements.

It was noted that property taxes are paid bi-yearly, the first payment of \$12,000.00 was made during November and a similar amount will be paid in February.

We need to know the monthly income from the tennis program, so that we can reconcile the tennis program invoices to collected income.

Board members had some budget item questions that could not be answered since the club manager was unable to attend the meeting:

- 1, Are we still charging a deposit for Tennis keys?
- 2, Did Christmas caroling occur this year? If not, does it need to remain in 2014 budget?
- 3, What services do we receive under the heading of lawn service? What other landscaping services are included?
- 4, Do we need to budget tree pruning, as we no longer have any large trees?
- 5, Have prior board members turned in their keys?

New Business –Reviewed estimate for deck repair from David Oakley Construction. Nick will re-contact Oakley construction to see if they can give us an additional estimate for an upgraded drain in the area of the shower (Dek o drain) and the cost to replace several cracked concrete areas around deck drains.

We would like to get an estimate from a third company if possible.

Old Business - Pool light needs to be repaired. This will require that the water level in the pool be lowered by three feet and the pool will be out of use for about four days. Will try to schedule this when it impacts swim programs the least.

Board of Directors – The board assigned the following duties:

President – Bob Church – signer on checks

Vice President – Bob Kluck -

Treasurer – R. Clark – signer on checks

Secretary – R. Krejci-Rodrigues -

Marketing – Nick Casson

Meeting adjourned

The meeting was concluded at 9:32

The next board meeting will be January 21, 2014 at 7 PM

Submitted: _____ Approved: _____
Bob Kluck bk/BK