



*Pacific Sands Cabana Club*  
8141 Atlanta Ave  
Huntington Beach, CA 92646  
714-536-8091  
[www.cabanaclubhb.org](http://www.cabanaclubhb.org)

February 9, 2016 Executive Board Meeting Minutes

**Call to Order-** The meeting was called to order at 7:08 pm. Present: Bob Church-President, Bob Kluck-Vice President, Randy Clark-Treasurer, Rise Krejci-Rodrigues-Secretary, Nick Casson-Board Member, Liz Kirksey-Accountant, Kyle Tagues, PSST President.

**Board Resolution:** Bob Church, President motioned to designate Elizabeth McBride, and Paige Casson as an Authorized Agent of the Pacific Sands Cabana Club with the authority to open and use a new debit card account at Pacific Premier Bank, 19011 Magnolia St, Huntington Beach, CA. 92646, for Cabana Club purchases. Executive Board members, Randy Clark, Nick Casson, Robert Kluck and Rise' Krejci-Rodrigues approved Elizabeth McBride and Piage Casson as Authorized Agents/Users. Additionally, the board motioned to add Bob Church, President and Randy Clark, Treasurer as additional signers and authorized agents on all Premier Pacific Bank debit accounts. All PSCC Executive Board members approved the motion. The board approved removing all previous signers and authorized agents not currently employees of PSCC or on Executive Board including Jill Wojtyna, Kathy Miller, Tim Skaggs, Kyle Hughes.

**Membership:** Family membership current total is 397, Individuals-37 for a total of 434 memberships. 86 families on wait list. 6 family memberships are locked out of club currently pending payments, and 8 families have been contacted from wait list to join.

**Financials:** Liz Kirksey, Accountant, reviewed all financial reports. The board approved all reports. Efforts to retrieve unpaid assessments has been a focus and improvements of debt collection is in place. Errors to Quickbook entries by previous office manager and as a result of the transition from an older version to a newer version of QB have been discovered and will require updating. Liz proposed we pay the additional service fees required to do this update by Quickbooks and board approved. Liz recommended our payroll independent contractor, Kris O'Connell, invoice the club monthly and that we obtain a W-9 from from her. Board approved.

**PSCC Tennis Academy:** No representative at this meeting.

**Pacific Sands Swim Team (PSST):** Kyle Tague, PSST President reported that the 2016 swim meet schedule is set and will be provided to board for review. Swim meets will start first weekend in June and end last weekend of July. Relays meet is set for 6/25, Finals will be on 7/30 and end of year party on 7/31. Intersquads meet is scheduled on the Wed/Thur before Memorial Day weekend. The PSST is serving as President of the League this year and will host four meetings at PSCC with league chapters.

**Surf City Aquatics:** No representative at this meeting.

**Masters Swim Program:** No representative at this meeting.

**PSCC Lifeguard Program:** The club is still accepting applications for lifeguards for the 2016 season. The board requests Mackenzie Miller to present final staff count and applicants, training schedule and start dates to the Executive Board at next board meeting.

**PSCC Stroke Clinic and Jr. Life Guard Prep:** Stroke clinic schedule and fee recommendations have been received from Coach Matt Whitmore. The board reviewed and approved.

**Grounds/Maintenance-Nick Casson:** Bob Church, President motioned to purchase new floor mats for bathrooms. The board voted to hold on that purchase. The board reviewed landscaping contractor Andy description and breakdown of proposed landscaping services and rate increase. The board will review. Nick Casson reported that the tennis fence is bent and will seek a vendor to repair and present bid to board. A toilet leak was repaired at \$260.00. Boards reviewed and approved a painting bid from Beach Boyz Painting for interior of clubhouse, bathroom walls and benches, and backwall.

**Tennis Court Lights**

Bids for replacement of higher efficiency light bulbs or LED lights and tennis screens pending. Nick Casson will repair footing of Tennis Patio cover. Repairs to fix patio cover roofing material are required and he will seek a vendor bid for repair and present to board.

The meeting was adjourned at 8:45 pm. Next Board Meeting will be Tuesday, March 8, 2016.

Submitted by: \_\_\_\_\_ Approved: \_\_\_\_\_  
Rise' Krejci RK rk