Spokane Racquet Club Board Meeting

September 19, 2018

Present: Gary Gainer, Joe Palozzolo, Lee Taylor, Frank Hattamer, Guy Schneider, Josh Cantu

Guests: Pat Hirschauer, Frem Nielsen, Steve Drews, Rick Shankle, John Happy, Wolf Fiebing, Jim Guyor, Tom Connolly, Carl Baum, Jim Commerford, Barb Stagg, Charity Schneider, Terry Beardsley, Stephanie Butler, Steve Carlson, Patty Beeler, Dave Bickmore, Mike Jackson, and Kay Menzies (General Manager)

The regular meeting of Spokane Racquet Club Board of Directors was called to order at 6:00pm on Wednesday September 19th 2018. President Gary Gainer and Secretary Josh Cantu were present and verified a quorum was present. The minutes of the August 15th 2018 meeting were approved with no corrections.

Comments from Members: 6:08- 6:45pm

-Committee Reports:

Grounds and Development Committee (Guy, Kay)
-Terry Beardsley will participate in grounds committee
-Barb Stagg can chair the committee during non-winter months

Finance Committee (Lee)
-Got a report from Terry Beardsley (limited review of our financials)
- Lee Taylor met with Eide Bailey accounting firm and reports a full audit will cost $25,000. They advise if there is reasonable oversight an audit is not necessary.
-Monthly summary from Kay/Terry
-The Finance Committee will present different financial summaries for the board and Finance Committee. Finance Committee will receive a more detailed report (longer), and the The Board agreed that the shorter summary of the monthly finances would be adequate.
-We have approximately $18,000 in a maintenance fund that can be used for maintenance projects. The finance committee recommends using this fund to pay for high priority maintenance projects that are recommended by the grounds committee.
-The finance committee approved a new string machine for pro shop cost $1,400.
-Mike Jackson has joined he finance committee.

Long Range Planning Committee (Josh)
-Stephanie Butler put $1,000 towards club fundraiser.
-Nothing else currently active as we have several short-term projects in process.

Human Resources Committee (Lee)

-Lee presented a staffing chart which stated the club is open 99.75 hrs a week and how we staff

all hours of operation. The Board agreed that this will be our strategy for staffing. We will not attempt to staff the club with volunteers, which was one strategy discussed by the previous Board. - Bill Barber has joined the Human Resources Committee

Tournament Committee (Joe)

-Fall Classic on October 26-28 2018 will have singles, doubles and mixed divisions

Manager Report (Kay)

-Kay presented the monthly report for September 2018
-Kay on vacation for the next week
-Jake the pro shop manager will be working less because of school

Old Business

-Need a chair for the Grounds and Maintenance Committee. Put in our monthly email to members that we need a winter season chair and more committee members.

New Business

-Grievance Policy was originated by Lisa Dumais and approved by board
-Gary wants grievance hearings and meetings to stay civil. He wants to keep harmony in the process
-Work on augmenting bylaws. Josh and Gary will work on bylaws

Motions

-Lee made a motion we put $18,000 for capital improvements that are recommended by the grounds committee. (Frank seconds the motion) all approve.

-Lee made a motion Ginny or any other coach that will be covering the desk and phones because they are the only staff at the club, will receive ½ of their hourly pay for that time, in addition to their coaching compensation, for those hours (Frank seconds the motion) all approve.

-Lee made a motion that when there are no courts reserved in the late afternoon the evening hours, on Friday, Saturday and Sunday that we close the club at 3:30pm. This is with the condition that Kay communicate this policy clearly and widely to reduce the chance of someone not being aware of the policy. (Frank seconds the motion) Frank, Gary, Lee, Guy, Joe and Barney say "yes" , Josh says "no"

-Frank made a motion we start up a "lessons membership" for all ages at a rate of $30.00 a person (Joe seconds the motion) and all approve

-Joe made a motion to remove two members from the club (revoke their membership/Frank seconds the motion) Gary yes, Frank yes, Barney yes, Joe yes, Lee no, Guy no, Josh recused himself from the board for the purpose of this motion and the motion passed 4to 2 .

-Lee made a motion we talk with Eide Bailey Accounting firm to get Kay tax free healthcare benefits, clarify her job to be "exempt" and also pay her 9.75hrs of overtime due from a previous pay period. (Josh seconds the motion) all approve (Gary, Lee, Joe, Frank)

Break to executive session to at 8:26pm

Having no further business to discuss we adjourned at 10:20pm