

Minutes
THE EDGEBROOK CLUB
Board of Directors Meeting
November 18th, 2021

Call to Order: 7:15pm

Attendance: [] Alberto Cedeira, [X] Paul Cho, [X] Bryan Cossette, [] Loic Deniel, [X] Cindy Hastings, [] Sharon Kay, [X] Michael Ko, [X] Kevin Larson, [X] Laura Rochford, [X] Chauntelle Johnson

Approval of Old Minutes: 1 change requested; Cindy motioned to approve revised Minutes; Ko seconded; All in Favor; Motion carried.

Old Business:

1. Short-term planning items (no update from last time)
 - 3-year Plan (end of year due date to board)
 - FSR Items
 - Nearly all FSR items discussed with implementation currently happening. Tabled item from FSR: New QBs file creation.

Monthly Business:

1. Equity Membership Changes: Cindy motioned to approve; Paul seconded; All in favor; Motion carried.
 - Son, Kyuho & Lee, Bokyung bought from Zhu
 - Sakata, Eishin & Akihisa bought from Morris
 - Yan, Tingzin & Zhou, Yanli bought from Leonatti
 - Sheikghanbari, Hamid & Hedari, Azin bought from Talich
 - Equity Waitlist is currently at 0
 - i. Discussion: Equity Waitlist/Membership Sales
(Connecting new members with someone is a good idea; CJ is having Jamie reach out to integrate members into flights, classes, and events; Marketing membership during USTA season is great!)
Chauntelle has new language to send to members who are thinking about leaving EB. She will only send out when she gets an email; Club has right of 1st refusal.
2. Opening/Closing Participants: Cindy motioned to approve; Laura seconded; All in Favor; Motion carried.
 - Brent Chin
3. Recent & Upcoming Club Events:
 - Calcutta: November 5-7 ; Good fun! Went well with only a few hiccups! Water polo season is now done so parking should improve!
 - Ugly Sweater Social: Friday December 17th Jaimie is running event
 - Cups Holiday Party: TBD Waiting for cups committee to come up with date.
 - Club Holiday Hours/Staffing: Still haven't been able to replace Ava; Staff will be stretched thin over holidays; will have some days that open late and/or close early; be mindful...check hours.
4. Monthly Club Financials (will be +\$100k for the year; tennis staff doing well! Monthly utilities look off due to accrual--look at YTD)

Bryan motioned to approve; Kevin seconded; All in favor; Motion carried.

- **Staff Holiday Bonuses:** There were no bonuses last year; would like to be more generous this year... CJ put together package around \$9k....normally around \$2,500-\$3,000 depending on # of staff) Cindy motioned to approve; Ko 2nded...All in favor; Motion carried unanimously!
- **Netchex Payroll Migration for 2022:** Online payroll: 1st payroll will be Jan 16th; payroll forms are cloud based; Debye will not have to do taxes, those will be done automatically and filed on time. Timecards can be approved remotely; can clock in via cell phone; costs are around \$4000/yr; also manages benefits and 401k; our fiscal year ends on 12/31; provides security and functionality; integrates with club automation and exports data into Quickbooks. Huge Win!

Current/New Business:

1. Tennis Updates: Only 1 person shows vax card every time; most have put * after name.
2. Recycleball -Family doing the recycling is moving; Each box is about \$70 since Recycleball lost sponsorship. EB could to it as a club...ask for member sponsorships; like 7:30 men's flights...or Cups teams; or individual families...can pre-pay; board is taking a box.
3. Desmond Johnson Mask Exemption Request...no change
4. Business from the Floor.
 - discussion about EB lighting...just changed 2 years ago..tabling this discussion
 - Online balloting – will utilize for next Annual meeting vote

Next Meetings: December 16th; Annual Meeting January 19th at 6pm VIRTUAL

Adjourn: 8:41pm