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**THE LANDINGS RACQUET CLUB  
MINUTES OF BOARD OF DIRECTORS MEETING  
JUNE 21, 2005**

**CALL TO ORDER**

The meeting was called to order by President Jack Jost at 2:03 p.m. in the Lakeside Club, at the Landings Racquet Club, Sarasota, Florida.

**DETERMINATION OF A QUORUM**

Present were Jere Berkey, Bob Fernander, Judy Greene, Jack Jost, and Ralph Ricapito constituting a quorum. Absent were Gordon Garrett, and Marilyn Newman. Also present were Kevin Richards, LRC Manager and Shirley Jones of Progressive Community Management, Inc. (PCM).

**CONFIRMATION OF PROPER MEETING NOTICE**

The notice for the meeting was posted in accordance with Bylaws of the Association and requirements of Florida Statutes.

**APPROVAL OF MINUTES**

A **motion** was made by Bob Fernander and seconded Ralph Ricapito to accept the minutes of the May 17, 2005 meeting of the Board of Directors with the following corrections (additions indicated by underlining, deletions by ~~strikeout~~, and unaffected, omitted language by ...)

Page 1, Line 19 ... minutes of the April ~~17~~19, 2005 ...

***Each director present voted in favor of the motion. Motion passed.***

Gordon Garrett needs to be followed up with as to the date of the Jazz by the Pool, changed from October 30 to October 23, 2005. Judy Greene spoke with Bonnie Dombrosky about teaching a ballroom dancing class. Kevin will follow up with Bonnie to determine the timing.

**TREASURER'S REPORT (Jere Berkey)**

The financial statement for May 2005 has been distributed. If the initiation fees, summer memberships, and special events are taken out, the Association is right at about budget. Income over expense is attributable to the initiation fees and summer memberships. The pro shop income is more than budgeted, but then, so are expenses. Changes were made to the Balance Sheet so that the fund balances match. The current year depreciation needs to be moved to the fixed assets fund balance. Maturity dates of the CDs are September and March of 2006.

**MANAGERS REPORT (Kevin Richards)**

(Copy of Report attached to these minutes filed in the Association's corporate minutes book as Exhibit A.)

- The resurfacing of the parking lot will begin on July 18 and should be completed by end of business on July 22.
- The new blind has been installed over the kitchen opening. The installer will be returning to move the hardware down lower for easier access. The movement of the blind when the door is opened was deemed to be unimportant.
- Bob Fernander suggested that a file should be kept on all employees and all counseling sessions and/or discussions should be documented. The file should also include job description that each employees signs when they are hired. It was also suggested that Kevin prepare a memo to file, detailing as best as possible the dates and circumstances of Kevin's discussions with Rachel Holt regarding her work performance.
- Since removal of the popcorn ceiling in the foyer area of the fitness center was added to the work being done, it may be necessary to close the fitness center for a brief period of time.
- Request for estoppels letters have been completed by the office staff at no charge. Kevin recommends that a charge of \$35 for regular estoppels requests and \$50 for quick turnaround requests be established.

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1  
2 A **motion** was made by Bob Fernander and seconded by Ralph Ricapito to charge an administrative fee of \$35  
3 for all regular estoppels and a charge of \$50 for estoppels request needed the same day.

4 ***Each director present voted in favor of the motion. Motion passed.***

5  
6 The Board of Directors approved of an addition to the rules and regulations as follows: Shoes and/or sandals  
7 are not allowed in the pool or spa.

8  
9 **COMMITTEE REPORTS**

10 **Tennis (Lou Furlong):** (Copy of Report attached to these minutes filed in the Association's corporate minutes book as Exhibit B.)

- 11 • Twenty one members participated in the June 15th round robin. Feedback was positive.
- 12 • The situation with the overbooked courts was discussed. It was decided to allow members to reserve the  
13 courts first then if there are courts available the ladies team tennis will be allowed to reserve courts in the  
14 9:30 time slot.

15  
16 **Pool and Spa:** Beside the alligator and defecation accident, the pool is operating well. The water level of the  
17 spa is still not good, but that is due to evaporation and the way the jets splash water out of the spa.

18  
19 **Social Committee (Marilyn Newman and Judy Greene):**

- 20 • All dates need to be firmed up through the scheduling committee.
- 21 • Ralph will follow up on the book club possibility.
- 22 • Movie show and review will begin on December 1, 2005. The charge will be \$5.00 and will be open to all  
23 homeowners in the Landings.
- 24 • The movie screen including installation will cost \$300.

25  
26 A **motion** was made by Jack Jost and second by Judy Greene to purchase the movie screen.

27 ***Each director present voted in favor of the motion. Motion passed.***

28  
29 Joan Golub was invited to attend the Social Committee meeting and she has suggested that ways be found to  
30 make the club more family friendly. It was suggested that she form a committee to work on family activities. It  
31 is understood that there are some members that will object to activities which may be organized for families and  
32 kids.

33  
34 **Landscaping (Sylvie LeGuen):** Until the well water situation is resolved, no new plantings will be done. A list of  
35 items that have been partially done, but not completed, need to be addressed by Raul. There has been some  
36 improvement, but it just does not seem to be moving along quickly enough. The use of the lake water for  
37 irrigation was discussed at the most recent LMA Board meeting. There is no approval required by the LMA  
38 board. Kevin needs to talk to the LMA board member who is in charge of the lakes. Sylvie asked if it would be  
39 feasible to put curbing along Landings Blvd. The LMA board seemed to not have any objection, with the  
40 exception of the parking issue. Don Smally is the person is in charge of the roads in LMA.

41  
42 **Fitness Center/Library:** Concerns were voiced about the deteriorating condition of the equipment. Many of the  
43 pieces do not operate easily. These problems will be or have been reported to Phenomenal Fitness to make  
44 repairs. The problem of the treadmills traveling when they get up to a jogging speed will be addressed.  
45 There is a possibility of having a group of professional authors come in to have discussions. One bookcase is  
46 needed; if there is room for a double that is what should be purchased.

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1 **Facilities (Bob Fernander):** The renovation of the fitness center restrooms is moving along. It was decided that  
2 the renovations in the women's room should mirror the men's room as much as possible. This will add about  
3 \$600 to the overall cost.  
4

5 **OLD BUSINESS**

6 **Clubhouse acoustics:** The vendor needs to be provided with the dimension and location of the acoustical  
7 panels.  
8

9 **Deep well/Lake water irrigation:** The contractor will be on site on Wednesday, June 22 to take measurements.  
10 By the end of this week, a completed diagram should be available, with parts and labor costs and total costs  
11 involved. The estimated costs will be around \$6,000 to \$7,000.  
12

13 **Father Son Tournament:** (Copy of Report attached to these minutes filed in the Association's corporate minutes book as Exhibit C.) In the  
14 interest of continuity, the tournament should be conducted in the same manner as it has in prior years,  
15 specifically the prize money. Secondly, the proceeds should remain with the Club, with specific compensation  
16 for the Club Pro. The Board needs to work out an agreement with Robbie for his compensation and for the  
17 protection of the club's expense exposure.  
18

19 The Board has agreed to proceed with the Tournament with the understanding that further discussion is needed  
20 to determine how to handle the financial situation. Sponsors will change the financial scenario.  
21

22 A **motion** was made by Bob Fernander and seconded by Ralph Ricapito to approve the Club hosting the Father  
23 Son Tournament.  
24

25 ***Each director present voted in favor of the motion. Motion passed.***

26 A committee consisting of Jack Jost, Ralph Ricapito, Kevin Richards and Robbie Salum will be formed to handle  
27 the hosting of the Tournament.  
28

29 **NEW BUSINESS**

30 **Capital Expenditures:** Several capital expenditure items were deferred, such as landscaping, an elliptical  
31 machine, rollers for courts and court light poles, until a determination could be made if there would be sufficient  
32 cash reserves available.  
33

34 A **motion** was made by Judy Greene and seconded by Ralph Ricapito purchase the elliptical machine.  
35

36 ***Each director present voted in favor of the motion. Motion passed.***  
37

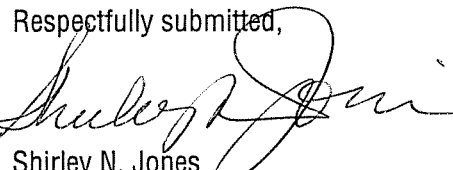
38 **ADJOURNMENT**

39 There being no further business, a **motion** was made and seconded to adjourn.  
40

41 ***Each director present voted in favor of the motion. Motion passed.***  
42

43 The meeting was adjourned at 4:12 PM.  
44

45 Respectfully submitted,  
46

47   
48 Shirley N. Jones  
49 Recording Secretary

# NOTICE

***THE REGULAR MEETING OF THE LANDING RACQUET CLUB BOARD OF DIRECTORS WILL BE HELD AT THE LAKESIDE CLUBHOUSE ON JUNE 21, 2005 AT 2:00pm***

## **AGENDA**

**Call to Order**  
**Approval of May 2005 Minutes**  
**Treasurer's Report**  
**Managers Report**

**Standing Committee reports:**

Tennis  
Pool & Spa  
Social Program  
Landscaping  
Fitness Center/Library  
Facility Maint  
Landings Learning Group

**Old Business**

- a. Lakeside Clubhouse Acoustics Update
- b. Deep well/Lake water info/update & Status
- c. Fitness Center Bathroom Upgrades
- d. 2005 Father/Son Estimated Costs and renewal
- e. Driveway re-sealing and striping status
- f. Other items TBD by LRC Board of Directors

**New Business**

- a. Items TBD by LRC Board of Directors

**Executive Session**

**Adjournment**

# *LRC Managers Report*

*June 21, 2005*

1. The monthly court work provided by TCM (Total Court Maintenance) will be performed on 22-24 June. During this visit, courts will be lightly scarified (to try and control spread of har-pan), edges and net areas luted and about 750 lbs of new material added to each court. All outside ditches will also be "dug out" to provide better drainage. New fencing on courts 1-4 will begin on Monday, 18 July. Old fencing on courts 3-4 will be taken down and monthly maintenance will be performed on courts 1-2 and 5-8 during this period (18-22 July). We will be w/o fencing on courts 3-4 for about 2 weeks as the LRC staff prepares the fence poles and rails for new primer and paint. TCM will return on or about the 8<sup>th</sup> of August to put the new fencing up on courts 3-4, remove the old fencing on 1-2 and perform maintenance on courts 3-4. We will be w/o fencing on courts 1-2 for about 10-12 days. TCM will return on or about the 22<sup>nd</sup> of August to put the new fencing up around courts 1-2 and perform the monthly maintenance on all 8 courts. This is a tentative schedule agreed to by both parties and could be adjusted if necessary.
2. Several "housekeeping" projects were also worked on over the past 3-4 weeks. We have completed renovation of all the original white wooden benches previously used for seating under the tennis court canopies. We have cleared and built two new drain areas in our parking lot and removed all the white rock in preparation for the parking lot re-sealing project. We also cleaned all the fan blades in both the Poolside Clubhouse and the Lakeside Clubhouse and yes, even the Gazebo fan!
3. New pool furniture and umbrellas were delivered and installed a couple of weeks ago. We now have "matching" commercial quality umbrellas and we added two tables w/umbrellas to our pool deck area. We also completed work on the acoustics and upgrade of the Lakeside Clubhouse by installing a "pull down" blind in the bar area.
4. I made the decision to let Rachel Holt go. She was just not suited to work at the LRC. When I informed her of my decision she became very hysterical and it was difficult to calm her down. A few hours after she left the property, I received a call from her father who "grilled" me about why I terminated her employment and stated he would be pursuing this with the LRC Board of Directors and possibly further.
5. Work on the Fitness Center bathroom renovation project started this week. We estimate that work will continue for the next 3-4 weeks. We should only have to close the work-out rooms while they work in the foyer area (probably not more than a couple of days). Bathrooms will be closed on and off for several days during this period while they complete the required work in those locations.

LRC Tennis Committee  
June 1, 2005 Minutes

The feedback from the 4.0 Pro-Am was very favorable. We are short on 4.0 players during the summer, but could potentially schedule one-per-month with advance callings to members. Participating members should pay for next pro-am event.

Three events were approved as follows:

1. Wednesday June 15<sup>th</sup>, 6-8PM round-robin, all levels. We will try having participants bring a dish to share to change format and keep charge low.
2. Breakfast at Wimbledon, Saturday June 25<sup>th</sup>, 9:30-11:30AM, strawberries, cream, scones and round-robin tennis, again, all levels.
3. Wednesday July 13<sup>th</sup>, 6-8PM round-robin, all levels. Will ask members to bring a dish if feedback from June event is positive.

Tuesday June 7<sup>th</sup> Court conflict:

Courts were overbooked at 9:30 on June 7<sup>th</sup> as the 4.0 Ladies were hosting Plantation team and the summer clinic was in progress. The LRC ladies had reserved the courts through call-ins, but the pro courts had inadvertently not been reserved in advance. Unfortunately, two member groups were bumped to 11:00. This is a rare event, as Plantation has been hosting most of the Ladies matches. The committee will need to discuss this conflict at their next meeting.

## Estimated Father/Son Tournament Costs - (2005)

### EXPENSES:

Court useage fee to LRC		\$850**
LRC extra Personnel costs	55 hrs @ \$10/hr	\$550
Food & drink for players		\$350 (some food donated by LRC members + Alberston's gives us a "break".
Balls		\$150
T-Shirts and Programs		\$600
Referees & Umpires		\$450
Tournament Desk help		\$150
Mailing, misc costs		\$150
Prize Money		\$1,000 ??
1 <sup>st</sup> Prize - \$500		
2 <sup>nd</sup> Prize - \$300		
3 <sup>rd</sup> Prize - \$200		
		\$3,400 (w/o Court \$\$)

### INCOME:

28 teams @ \$175/team	\$4,900
USTA "Supplement"	\$800
	\$5,700 (w/o any sponsorship \$\$\$)

Robbie and I are still working on getting a couple of sponsors to off-set the expenses. USTA requires an answer from all Clubs hosting USTA Tournaments by 31 July 2005 for the 2006 season!!