

Adobe Board Meeting 7/27/16

The Board Meeting was called to order at 4:00 pm. Attending were Board members: Stewart, Grissom, Wilson, Jameson, Atwill, Heieck, Quinlan (NLM Representative) and Boulds (Club Manager).

The purpose of the meeting was to discuss the status of the lease option to purchase agreement and transition plan if the agreement is approved and signed. Ms Stewart stated that Mr Bal proposed that the last day of play at Las Candelas would be on 7/29 and the players from Las Candelas would play at Adobe until 8/27. During this time Adobe would pay Mr Bal table fees for three tables (\$84) per day. Motion was made to agree to this proposal. It was discussed and approved unanimously.

Ms Stewart lead a discussion about the transition plan developed by Ms Edson in consultation with the transition team. Assignments were made for each activity required to make the move.

Ms Wilson—Commercial Kitchen

Payroll—Ms Kambourian

Insurance—Ms Grissom

Office and computers—Mr Boulds

Electrical / Lighting—Ms Stewart and Mr Abrahams

ADA requirements—Mr Bal and Kit (maintenance supervisor)

Paint & Carpeting—Adair Karlin and Lindsey Abrahams

Cleaning—Ms Grissom and Mr Boulds

Casita—Mr Heieck

Movers and communication—Mr Badertscher

Storage—Mr Boulds

Ms Jameson indicated that she would donate quite a bit of shelving to help with storage at the new location. All coordinators above are to acquire volunteers for their assignments and refer to and update the transition document on google docs as necessary. Ms Edson will oversee the transition document and update the volunteer list as members agree to help. Coordinators should refer to the volunteer list to aid them with recruitment for help in their areas.

It was agreed that communication details on the move should be published on the website and signage at both clubs should be posted. Also Ms Stewart will contact Ann Hinge to send a communication on the transition plans to the Unit.

Ms Adair and Ms Abrahams presented information about the carpet. Ms Abrahams showed the Board the carpet that was selected. It is a high grade commercial carpet that should wear well and is resistant to fraying. It should also reduce sounds in the main hall during play. Carpet and installation will be \$7,657. Other sound reduction suggestions were discussed and it was agreed that Adobe would start with the carpet installation and pursue other suggestions as necessary.

Ms Adair plans to meet with painting contractors to secure bids on 7/28 and Ms Grissom will meet with Stanley Steemer to discuss cleaning of floors, tile and grout in both the main hall and casita. Mr Boulds recommended that we develop a wish list so that interested members could contribute specific items.

The Board reviewed the lease option to purchase agreement and made some minor changes. Ms Stewart requested that the Board take the proposed agreement home and send her any recommended changes. Ms Stewart plans to meet with Mr Bal on 7/28 to review and hopefully sign the agreement.

Meeting was adjourned at 5:24 pm.