

MINUTES

Westwood Club Board of Directors Meeting

October 28th, 2025

DIRECTORS PRESENT: Gordon Tetlow, Faya Nemati, Chris Numbers,
Nitin Chhabra, Miguel Lopez, Emilie LaSota and Rick Micheri

DIRECTORS ABSENT: None

STAFF PRESENT: Steve Fluss, Nora Kessler

STAFF ABSENT: None

- I. CALL TO ORDER
 1. The meeting was called to order at 7:22 PM in the Lounge by President Gordon Tetlow.
- II. GUESTS
 1. No guests were present
- III. MINUTES
 1. A motion was duly made and seconded to approve September 23rd, 2025; Regular Meeting as presented. Motion carried.
 2. A motion was duly made and seconded to approve August 26th, 2025; Executive Meeting Minutes as written. Items discussed included Legal matters, and collection matters.
- IV. EXECUTIVE SUMMARY
 1. Items discussed included Legal matters, a meet and confer and request to lien.
- V. COMMITTEE REPORTS
 1. ARC Report
 - a. There was a review of the recent ARC report prepared by Lauren Barry and presented by Rick Micheri.
- VI. OLD BUSINESS
 - a. A follow up discussion was had on the potential of a Gazebo replacement.
- VII. NEW BUSINESS
 1. The Board reviewed the updated liability waiver for all users. With some minor recommended updates, the waiver will be added to the Club Automation portal and website.
 2. The Board reviewed the rental contracts and will implement a guest list being provided to staff 48 hours prior to an event. This will allow staff to input the guests before they arrive and expedite entry. A motion was duly made and seconded to implement this change. Motion carried
 3. A motion was duly made and seconded to add an additional computer workstation in the office to be expensed to capital improvements at a cost of \$1817.12. Motion carried.
 4. A motion was duly made and seconded to approve the 3-year loyalty plan with Association Reserves in the amount of \$1,620 per year. Motion carried.
 5. The Board reviewed and approved the replacement of the irrigation time clock located by the marquee NTE \$2,500 to be expensed to reserves. Motion carried.
- VIII. MANAGER'S REPORT
 1. The maintenance staff completed a network cable pull from the office work area to the preschool office. The materials cost was approximately \$600.
 2. It was reported that minimum wages will increase January 1st to \$17.75 in the city of San Diego. An ad hoc was formed to address wage increases for the 2026 calendar.
 3. It was reported that the laptop (2 years old) needed repairs. The unit was sent to Dell and has since been returned at a cost of \$300.

4. A discussion was conducted regarding the repair of the diving boards prior to the 2026 season. It may be advisable to replace the entire bases.
5. The simple IRA information has been completed and forwarded to employees. If the Board chooses to allow for catch-up contributions the match will need to be raised from 3% to 4%.
6. Due to the Thanksgiving break, the next scheduled meeting will be held on December 2nd, at 7:15pm.

IX. FINANCIALS

1. The September 2025 financials were reviewed as presented.

X. CORRESPONDENCE

XI. FOR THE GOOD OF THE ORDER

XII. ADJOURNMENT

1. With no further business the meeting was adjourned at 8:18 PM.