

## January 2026 RSM Club Meeting Minutes

01/21/2026

### Meeting Attendees

Erik Morrison	Kate Velasquez	Lee Reamy
Alita Eaton	Michelle Lederman	Bob Saunders
Olivia Maihack	Sean Armstrong	

## Key Topics & Decisions

### 1. Parking Lot Project (Budget vs. Actual)

- Project is on track and within expected range to complete.
- Original funds collected: **\$92,015**
- Additional contributions:
  - RSM Team: **\$16,000** (transferred)
  - Confirmed Alumni donation: **\$20,000** (pending collection)
  - Club contribution: **\$10,000** (approved transfer from savings to checking)
- Bob continues negotiating asphalt vendor pricing.
- Concrete change order for bleachers (+3 ft) and colored concrete adds approx. **\$800**.
- New pipes installed; baby pool issue believed resolved.
- Drain grates must be replaced before reopening.
- Anticipated completion: around Valentine's Day (landscaping to follow).
- No additional funds to be released until Juan's contract is received.

### 2. Financials & Accounting

- 2025 books closed; taxes cannot be filed until June due to accountant timing.
- Club ended 2025 with ~\$20k net after capital call, no debt borrowed, and \$10k reserved.
- Current checking balance approx. \$99,000.
- Confirming funds are sufficient to cover operating expenses as pool heating begins.
- Recommendation to use a vendor confirmation sheet when paying cash going forward.
- Goal remains to make a final large principal debt payment before rates change.

### 3. Payroll, Systems & Tax Prep

- QuickBooks + Payroll currently ~\$700/month; exploring consolidation or better pricing.
- All employees are moving to direct deposit.
- Ensure all vendors have 2026 W9s on file.

## 4. Membership & Billing (MemberSplash)

- Membership reopens **February 1** (aligned with Swim Team).
- MemberSplash no longer accepts checks (credit card/Zelle only).
- Special billing feature used to collect the \$750 capital call must be re-enabled or an alternate billing method created.
- **New Families:**
  - \$250 initiation fee (added to website).
  - Do **not** pay capital call.
  - Rates remain unchanged from prior year.
- Consistent communication will go to families who still owe capital call, including payment plan option.

## 5. Auction Donations (Bancroft & WAE)

- Continue historical donation of **one free membership** to each auction.
- Conditions:
  - Must be a **new family**
  - \$400 minimum donation to school
  - Approx. \$1,400 value

## 6. Pool Operations

- Confirmed pool has not been heated recently;; heating to begin ahead of Polar Plunge.
  - Christian to have pool ready, no action required from Club Board
- Drain grates must be replaced prior to reopening.

## 7. Contracts (2026)

Erik handling contract renewals for:

- Berean Christian High School
- Christian Rasmussen/Rasmussen Swim

## Action Items

### Alita

- Confirm with accountant what is needed in advance of June tax filing
- File 1099s for 2025 tax year

### Erik

- Connect Alita with UVB contact
- Send Lee & Alita copy of loan agreement
- Handle 2026 contract renewals

**Michelle**

- Coordinate with MemberSplash to enable billing method for capital call collection
- Open membership on February 1
- Draft and send consistent email/script to families owing capital call

**Sean**

- Replace drain grates before pool reopening

**Bob**

- Follow up to collect confirmed Alumni donation
- Ensure all 2026 vendor W9s are collected and confirm with accountant on any outstanding W9 forms for 2025 tax year
- Obtain signed contract from Juan

**Kate**

- ~~Send notes to Board for approval and post to website~~