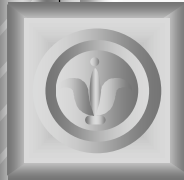


## **Club Managers Association of America Legally Operating Your Club**



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## Pools/Spas/Steam

- Pools
- Drains
- Warnings
- Temperature, Depth, Lifeguards (coverage area)
- Mandatory Breaks
- Lights
- Restricted Access When Closed

## Spas/Whirlpools

- Temperature/Thermometer
- Chemicals/Access

## Steam Rooms


- Incubators?



## Workout Areas

- Maintenance (evidence)
- Warnings - Children - Certification Programs
- Free Weight Access
- Releases/Waivers

## CCTV's

- You can 
- Placement
- Notice

## Food & Beverage

- Alcohol
- Education - "Cart Servers"
- Age of Distributors
- Employee Access/Minors



## Food

- Allergies/Asthma
- Accurate Disclosure
- Doggie Bags
- Dates
- Disclosure Card

## Cell Phones

- Cell Phone Restrictions
- Use
- Photos

Smoking

## Member Issues

- Member Abuse
- Harassment
- By-Law/Policy Enforcement

## Miscellaneous

- Golf Carts/Minors
- Golf Balls



## Americans with Disabilities Act

**[www.access-board.gov/recreation/guides/index.htm](http://www.access-board.gov/recreation/guides/index.htm)** \*

## Grooming Standards



## Significant Other Policies

### Sample Policy for Providing Special Guest Privileges

If a Club member has no spouse in residence, then a single Special Guest Privilege (no swim, tennis, or green fees) may, upon approval, be extended to one other adult unrelated by blood or marriage to the member. Such privilege is revocable at any time by the Club Board of Directors. The privilege may be granted following completion of a Special Guest Privilege application form signed and submitted by the member for such calendar year to the Club Membership Committee. Such privilege shall become effective no earlier than the time of this discretionary approval by the Club Membership Committee and the Club Board of Directors. Such privilege may only be granted for one person one time per calendar year per member. The member is responsible for all of the approved designee's charges and costs (including damages, etc.) and adherence to the Club rules by the approved designee. Such privilege may be terminated by the member at any time upon written notice by the member both to the Club Board of Directors and to such approved designee. Guests of any approved designee shall be charged regular guest fees.

*Provided by Andrew Fortin, NCA*

## Sample Policy for Providing Special Guest Privileges Continued

Reasons

This proposal accomplishes the following:

1. Adds value to a single member's membership.
2. Increases the benefits for potential members.
3. Eliminates any judgments on same-sex.
4. Increases potential revenue for the club.
5. Eliminates the fear of "revolving door significant others."
6. Places the burden of charges and conduct directly on the member.
7. Gives the Board of Directors final control in the matter.
8. Establishes an annual process of designation.
9. Positions the club as a progressive leader in policies.

*Provided by Andrew Fortin, NCA*

## Private Status Criteria

- A "Truly" Private Club is-
  - **Controlled by its members**
  - **Exclusive membership policy**
  - **Organized around a common, non-business, interest**
  - **Limited in size**
  - **Limits access by non-members**
  - **Non-profit**
  - **May be limited in size by local/state law**

## Employment Issues

- Overtime
- Exemptions Within Clubs
- Chefs/Pro's
- Overtime Exempt  
[www.dol.gov/elaws/overtime.htm](http://www.dol.gov/elaws/overtime.htm)
- Contract Labor

## Child Labor Laws

- Dangerous Equipment Restrictions
- Hours Limitation



Thank You