

**CST Board of Directors Meeting Minutes**  
**June 1, 2015**  
**Chesterbrook Elementary School**

**Board Members Present:** Laurie, Roger, Trisha D, Mike M, Cary, Tricia M, Chip, Kim, Keith, Melissa, Mark, Robin F, Mike C, Ridgely, Stuart, Suzanne

**Absent:** Robin B, Margie

**Meeting Called to Order:** Mike called the meeting to order at 7:07 pm.

**Minutes:** Laurie had emailed the May minutes, and the group voted to approve them.

**Program Updates:**

**Manager** – Mike C. reported a smooth opening of the Club. The Memorial Day grilling by Josh Frey on Sunday and Monday went well. \$750 was spent and \$970 was made, so \$220 in profit. The guards managed it on Monday. We might try again on big weekends in July and perhaps Labor Day, maybe 2-3 more times. The group discussed sales tax ramifications, health code requirements. As an infrequent event, it should be fine. We decided to set it aside for now, until anyone finds a compelling reason to hold it again.

Mike reported that the new computer system is going well for sign in and party reservations. He will work on getting front desk staff to continue photographing members. Party reservations cannot be made during June and July on Saturdays and Sundays. This is based on bather load and guard availability.

Squirt guns are not allowed on the premises. Melissa will reinforce the rule in an email.

Mike has a quote for more chairs, lounges, low chairs, and new bar chairs for the upper pump house. Cost is \$9,000 including shipping. The group voted to order the chairs.

Melissa will add all home meets to the calendar with times that affect pool availability.

**Personnel** – Keith reported that we are almost done with employee paperwork. Keith discussed a sensitive, confidential personnel issue. Questions should be directed to him.

**Operations** – Stuart reported that the upper pump house pavilion has only our old plastic folding tables. We will consider softer, deep seating for the Pavilion, though the group was mixed on whether this was a necessary expense. We are also building a new shed on the same pad as the current tennis shed by the upper courts. It can moved at some point. It will be installed June 7-8 and cost \$2,500.

**Finance** – Roger distributed current financial reports, a budget and actual and a comparison of bank deposits and EZ Facility. Programs should review to be sure deposits are posted correctly. Roger would like to use these monthly numbers for the 2016 budget.

Roger will email the detailed budget for board members to review for any changes, particularly in capital expenses.

**Strategic Plan** – Jamie reported that the committee has met twice since our last meeting, visited several other pools, and has a greater understanding of what we do and do not want in our plan. The next meeting with the architect is Thursday to discuss all the evaluations, site work, wants/needs. He will use all this information to create a formal plan to present to the Board of Directors and other interested individuals in August. We are on track on the budget. We can be telling members that we are looking to have a plan to present to membership in September.

**Membership** – Laurie

Online check-in is working, though few member photographs are being saved to the system. We still have a fair amount of work to be done to make sure all family members are in the EZ database and linked to the head of household.

Laurie asked for clarification on whether to refund a delinquent member the full \$1000 share price or whether to subtract a late fee from the refund. The group agreed with dissent by Mike M, Roger, and Jamie, that a late fee could be charged.

**Communications** – Melissa distributed a 6 week out plan for communications that Melissa will pass along to Mary. All communications needs should go through Melissa, except where tennis directors and a few others will be trained to upload to the website.

**At-Large** – Chip distributed a handout identifying which positions are up for election. He asked those moving off to get him information about the job, possible candidates. He will formally announce the positions and then start contacting these individuals. He will correct the list and send it out to everyone

**Swim** – Cary and Mark reported they have 240 registered swimmers, and they expect 10-20 more kids. The coaching staff has been well-received and they have heard many positive comments. The first meet is Saturday, June 13th. Socials are every Friday night during swim season behind the lower pump house and begin at 6 pm.

The coaches were trying to standardize fees for private lessons, or at least set expectations for costs of private lessons. The Club does not and cannot set fees for lessons unless the money is coming through the club. There is some disagreement as to whether this is the case. Cary and Mark will look into the issue.

**Dive Team** – Ridgely reported that dive did not start as planned today due to thunder. She complimented the website as helping recruitment. They have more divers registered than at this time last year.

**Social** – Robin F. and Tricia M. reported that 2 adult brunches were well-attended and received positive reviews. The ice cream social changed days on Memorial Day weekend in order to get

better whether. The tot social is June 14 and they will begin charging fees for these events in order to ensure those who register show up.

**Tennis Activities** – Kim and Tara reported that summer clinics and camp registration is up on the website but that numbers are a bit lower than expected.

**Tennis Team** – Trisha D. reported that 55 have registered for the junior team, about 15 down from last year. A kickoff event and potluck will be held on Sunday.

**Pool Activities** – Suzanne reported that yoga and water aerobics classes will be run during Sunday morning brunch. She will work with Trisha on EZ Facility to put these classes online.

Suzanne brought up Alex's Lemonade Stand, a national charity supporting terminally ill children, to run a stand on June 13, 12-2 pm to raise funds. They could set up near the snack bar. The group leaned away from supporting these events in general. The swim team may support this instead.

**Other business** – Jamie asked for roll up shades for the Pavilion.

**Annual General Meeting** – We are supposed to elect by the end of summer, overlap in September, take over in October. Elections will take place during this meeting. Bylaws state that elections must take place before August 31. We are hoping the Bylaw revisions can be made at the same meeting as the elections.

Bylaw revision: Robin - future treasurers should have an accounting background. Keith/Chip - election schedule. All ideas should be submitted.

The meeting was adjourned at 9:22 pm. The next meeting is July 6 at the Club.