

CST Board of Directors Meeting Minutes
August 3, 2015
Chesterbrook Swim & Tennis Club

Board members Present: Trisha, Tara, Mike C, Roger, Jamie, Tricia, Melissa, Keith, Mark, Robin B, Stuart, Ridgely, Chip, Robin F, Laurie, Suzanne

Board members Absent: Mike M, Kim, Margie, Cary

Strategic Committee Members Present: Rona Ramsay, Erin Shaffer

Contractors: Mike Miller, Miller Architects, Drew Crowder, NVBlu Pools

Meeting Called to Order: Keith called the meeting to order at 7:09 pm.

Minutes: Laurie had emailed the July (June 28) minutes prior to the meeting, and they were approved by the group.

Strategic Planning Committee

Jamie introduced the Master Plan, beginning with the history of the physical site and explaining how we got to where we are. The Strategic Planning committee sees this plan as a working document. The plan will continue to evolve over the next 10 years. There are a couple of tweaks that may be incorporated before the AGM. They plan to reconcile these potential improvements in the next month prior to the August 30 Annual General Meeting. Jamie proceeded to highlight the potential changes that could be under discussion, including the new parking layout, additional storage, and a separate tot pool.

The plan addresses several concerns from our survey: the baby pool and small child play area are closer together, nonpool play areas are co-located, more nonswim pool features are added (tot playground, sport court), deck space is expanded as are the number of shade structures. It meets all ADA requirements. The new pavilion will have storage, pumps for all pools, and a ramp. The lower pool stays mostly as is, though decks and shade structures are expanded. There will be access straight from the pool areas to tennis areas, which would allow restroom use by tennis players. The plan adds a third court next to court 1 and 2. Current court 5 would become a multipurpose sport court. A small pavilion would be added by the upper courts, as would a ramp to the upper courts. The parking lot would add 19 spots, though the current layout of the parking lot is in draft. A final step would move the main clubhouse up to the current grassy area at the front and use the existing bathhouse building for other purposes (e.g., storage, manager's office, expanded snack bar, etc.).

Phase 1 of implementing the plan is currently relatively big, and it is sequenced based on the need to move the tot pool. Also, moving tennis courts takes construction equipment that needs to get in the back of the lot prior to rebuilding the upper pool, so it doesn't make sense to do the pool before the courts.

Robin B. asked if there were some items that could be started earlier, such as moving the tennis courts. That's good for both the finances and getting everything in Phase 1 done by the Summer 2017 season.

Moving forward: Roger will begin working on the financing options. The plan will be presented to the membership August 30 at the AGM. Phase 2 of the planning project will involve preparing documents, drawings, etc, that would be presented to the Board of Zoning Appeals. Mike Miller doesn't think there is anything that will concern the BZA. Storm water management will be one issue. Beyond that our use isn't changing. The next step would be putting together detailed design work for Phase 1 and lining up the financing plans. With BZA approval, we can apply for permits. Jamie hopes for shovels in the ground in September 2016.

The AGM will not be used to gather approval, but rather to gather input. The mechanism to gather input should include the presentation on the website. The Strategic Planning committee might be willing to open up several meetings. The easels could be on display by the front desk or at other events, particular weekends, etc. The objective is to collect input, and then request approval from the Board to proceed to the next phase of the planning project at the October meeting.

Any and all questions should go to Jamie PRIOR to the meeting. Keith said it is very important that board members review and understand the plan by the end of the month. We must be in lockstep at the AGM, as we are an extension of the Strategic Planning committee.

Bylaws

Keith circulated the Bylaw change drafts. The current draft says if you've served more than one year that you are ineligible to run again immediately. Anyone who has served less than one year may run again. The group voted to approve these changes.

Nominating

Chip reviewed the current nominating committees' recommendations. President: Paul Hedrick, VP-Operations: Stuart will run again, At-Large: Erin Shaffer, Mary Sue Dahill. Court Activities: Kim will run again. Tennis Team Juniors: Joanna Felsenthal, Social: TBD. Chip will contact her, as well as ask any of the At-large candidates if they would consider social. Swim: Christine Burgeson, Dive: Laurel Miller Madsen.

Bios should go out about 3 weeks prior to the election. Bylaw changes should be distributed now. Melissa will send out a last call for nominations this week with instructions to submit names and bios by Sunday.

Finance

Roger reported that the state is still working on sales tax and has refunded some money. Cash on hand is exactly the same as this time last year, minus the Pavilion costs. QuickBooks has a hosted applications that would interface with EZFacility. Roger will still consider finding a bookkeeper, with a new chart of accounts beginning January 1.

Manager

Mike reported that group lessons completed with 65 swimmers, about the same as last year. 40+ are enrolled in summer camp. Divisionals was held July 25 and was run so well that they want us to host again. Reciprocity went awry when other clubs held their year end parties and kicked out all guests. Two movies nights have been held. Ladies' was well attended, mens' underattended. Suggestions were that earlier advertising would help. Another suggestion was to allow cigars for that night only. We are still considering whether we can stay open an additional week this September. Staffing is the major consideration, as is weather.

Logo

Roger asked about a club logo. The teams have logos, but they need not be the same as the club. Melissa said we should have a graphic designer create a unifying logo. She will willing to take the lead on this.

Adjournment

The meeting was adjourned at 9:00. The next meeting is the Annual General Meeting on August 30 at 5 pm on the Pavilion. We have a regular board meeting scheduled for September 7 at 7 pm, but may want to reschedule since it is Labor Day and the night before school starts.