

**Chesterbrook Swim & Tennis Club  
Board of Directors Meeting  
February 1, 2016, 7pm  
Chesterbrook Elementary Media Center**

**Minutes**

**Board Members Present:** Tara, Laurie, Paul, Roger, Mike, Robin, Laurel, Christine, Cary, Keith, Stuart, Jo, Tricia, Brian, Melissa, Jamie, Suzanne, Kim

**Board Members Absent:** Erin, Ridgely

**Meeting Called to Order:** Paul called the meeting to order at 7:04 pm.

**Review of January 4, 2016 Minutes:** Laurie had previously distributed the minutes and the group voted to approve them.

**Reports**

**Manager:** Mike reported that the storm didn't cause any damage to the Club. Mike shoveled our sidewalks (thank you!). There is still an issue with the water meter. When it was repaired and replaced, they found an electrical issue with the pipe. Dominion will need to cut off the meter. Water, power, and our contractor must all be there at the same time with no snow on the ground.

Several assistant managers will be returning.

**President:** Paul deferred his time.

**VP Personnel:** Keith reported people are beginning to ask about staffing for the summer. Posting will begin later February with hopes to complete hiring by end of March. Postings are on the website with instructions and the application form. Mike and Keith have worked through all the staffing requirements and come up with budget numbers. The total should be less than last year, largely because we are also open 8 days fewer than last year based on the calendar.

**VP Operations:** Stuart deferred his time.

**Finance:** Roger reported that we need to vote on the budget tonight. One change from the past is that we've broken out regular maintenance operations items (Mike's budget). Pool Maintenance is the contract to open and close the pool. Other repair work to the pool is separate, as is building maintenance. Major other includes the white coating and a \$10,000 contingency. Membership is basically initiation fees and dues.

Swim's budget may change. They may increase team dues to subsidize swim team events rather than doing a fundraiser. Team members report that they'd prefer just to pay more up front. They still need to work through the numbers for future years. The assessment still wouldn't bring in as much money as the auction or even the armchair fundraiser. Coaches salaries decreased because there will be fewer lower deck coaches. The budget shows a \$20K deficit, much of which includes social activities.

Questions were raised about why swim has a greater subsidy from the club than do dive or tennis, which raised dues significantly last year to cover the shortfall. Keith pointed out that this

is the same issue we've discussed before: How much does the club subsidize the programs. We've agreed that the club should support all the programs, but we need to understand exactly which items, not social expenses, etc.

Robin discussed the tennis budget. (Jamie would like an accounting of how many matches are played each season, numbers of matches by age, gender, teams for the lighting study. Lighting for competition courts is different for recreational courts.) The biggest budget item is the tennis court resurfacing for courts 1 and 2. The underlying asphalt is probably 40 years old so any crack repairs don't hold up. Crack repairs run \$8-10K per court. An acrylic resurfacer, like a paint, can go on top of the crack repair, takes about 30 days and would run about \$51-55K for 2 courts or \$60K for 2 courts. The recommended procedure is a synthetic overlay, where they roll on a layer over the crack repair, and is sealed along the edges. Then they paint around the edges. If bad areas show up, they can roll up the bad part and fix underneath. Some companies offer 25 year warranties and they all require some regular maintenance. Concrete is cost-prohibitive. New asphalt courts are \$60-80K per court.

Stuart noted that we do everything to keep the pools in top shape, but we never quite get there with the tennis courts. He is suggesting better regular maintenance. However, it sounds like the type of repairs we have necessitate a major repair this year, which would make also future finances better.

Roger will include a placeholder in the budget. Back to the budget...camp fees, salaries, snack bar, Brookfield, pavilion, etc all remain consistent with the prior year. Mike pointed out that guest fees haven't changed for 8-10 years. Weekday is \$4, Overlee is \$10. Mike will work on an increased rate for all. We need to improve gate control. Laurie will look into membership cards, costs. Jamie is concerned about liability with bathers load. How can we make each family submit photos? Or stand for their pictures at the desk?

Roger's budget includes administration, websites, bank service charges (without tennis in EZ, these fees should go down), insurance, interest, accounting/audit, lighting consultant, zoning attorney, payroll, taxes, utilities--lots of items that no one ever sees. We are within \$10-15K changes, plus tennis courts. We are -\$72K in the budget, though have \$200K cash. We do not have to balance the budget, but do have to accept the budget. We can defer the budget vote until next month. The finance committee -- Roger, Paul, Keith, Stuart, Robin, and Jamie -- will meet in the next month.

Membership: Laurie tabled most of her report, other than to ask about 2 summer members who want to defer full membership. As required by the Bylaws, no deferments are allowed.

**Dive, Swim, Social, Pool Activities, and Tennis** deferred reports, or had already added their reports to the budget discussion.

**Strategic planning:** Jamie reported that the site plan and the lighting assessment are on hold until the snow melts.

There being no new business and other reports having been deferred, the meeting was adjourned at 9:10. The next meeting is March 7.