

CST Board of Directors Meeting Minutes
March 2, 2015
McLean Community Center

Board Members Present: Melissa, Margie, Ridgely, Robin, Tara, Jamie, Mark, Cary, Roger, Mike C., Tricia, Mike C., Kim, Stuart,

Absent: Trisha, Keith, Suzanne, Chip

Others: Daniel Valencic, Rona Ramsey, Jen Mallard

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

Minutes: Laurie had emailed the February minutes and the group voted to approve them with one edit Roger made.

Old Business

2015 Budget: Roger passed out a revised budget and asked board members to take a second look at some of the items. Stuart, Mike C. and Roger will take a look at maintenance items. Roger will make changes based on new dive numbers Margie submitted today.

Historically, year end cash on hand/investments has swung quite a bit year to year, reflecting major capital projects. Mike M.'s assessment is that our spending is on track, which further points to the need for a master plan and budgeting for it.

We have also been discussing the Club's sponsoring our teams/programs, and there is no one system that will work for all programs, whether it be per person, percentage of program, etc. The current thinking is that membership shouldn't pay for social activities but should pay for coaching. We can look into adding a CPI-type increase annually.

While the budget needs to be passed tonight so that we can start hiring staff, we also need to look more closely at how we are spending on our programs/teams. Mike asked program reps to share data about budget numbers by category. Transparency is critical to membership to show what we spend on what and how we are treating our different programs equally and fairly. This is the start of an effort to make next year's budget more equitable to all programs.

Robin moved to pass this budget, as amended with \$28K reduction expenses. Jamie seconded. The motion passed.

Roger passed around a schedule of fixed assets, major renovations, major maintenance. We need to pay property taxes, sales taxes, etc.

Master Plan: Jamie introduced the Master Plan Contract proposal. The committee has met several times to discuss wish lists and the three proposals to provide the planning work. They have checked references, compared proposals, and sorted out the differences. It was not an easy decision, but the group came to consensus that they should make a single recommendation for Miller Architects with NVBlue as subcontractor. Miller has done many clubs and pools, with and without NVBlue, though not exclusively

clubs and pools. Miller had good experience with pools, tennis facilities, Fairfax County's systems. NVBlue was the contractor on our lower pool work several years ago. Following up on recommendation from Stuart, Jamie negotiated a 10% reduction in cost..

The project will carry us through the submission of permits. We still may have a few other expenses, including a zoning attorney. Jamie thanked the committee: Amy, Erin, Maureen, Trisha, Rona, Jennifer, Jamie, Stuart, Daniel, Mike M, and Mike C.

The long-range wish list includes 70 items, from things everyone wants to things just one person on the committee wants. Categories include: upper pool updates (dive well, lane length, beach entry, fountains, heater), baby pool (relocation), back grassy area, tennis area (bathrooms, sheds, resurfacing, lower courts). The bathhouse probably not on the list because there is likely not much appetite among members for another renovation. However, if someday we want a second story with meeting space, we would need to know where that might be.

Regarding reporting back and communication with the contractors, in the fall the board will have to approve something to go to the county. It is a fluid process until then. Jamie will come up with a schedule for reporting back to board and then how to consult with the membership. Jamie moved to approve the proposal as submitted, and Mike seconded. The motion passed.

New Business

Communications: Melissa had distributed an updated communication plan with submission deadlines:

- S&S submissions are due 11th of the month, to go out 13-15th of each month
- For unexpected items that come up, give Melissa 48 hours notice and she will try to bundle with other topics

Melissa proposed that the main calendar has only pool-wide activities, and programs can keep their own calendar if they wish.

There was a question about our financial reporting on the website, and we confirmed that according to the Bylaws, financials can be made available if anyone asks Roger.

Swim team: At the NVSL Div 1 meeting, we were asked to host Divisionals on July 25, instead of Divisional Relay Carnival. Divisionals is top 2 swimmers in each age/gender/stroke from the 6 clubs. Coaches, parents, swimmers from each club. It begins at 8 am and should be done by 1:30 pm. Area pools will offer reciprocity to CST members that entire day. Pool would close again for the swim end of year party. The Board agreed to switch to this plan.

Home meets are June 27 and July 11, plus July 25.

Swim registration goes live March 15 through active.com.

Program Reports

Manager: Mike had an overwhelming response from people seeking employment. Matt Clancy is coming back. We will be hiring about 40 guards and 16-20 front desk staff.

Membership: Laurie reported that membership dues payment is on track. We have had 388 of 650 members pay, mostly online. And we have made it through 29 on the new wait list.

Dive Team: We attended NVSL meeting, learned we are Division 5, and have the schedule for the summer.

Social: Tricia and Robin F will meet Saturday to make a plan for the summer. The New Member reception is poorly attended, so we are considering not having it. Other activities are better attended. The Board agreed.

Robin asked the men about ideas for the Men's Night, movies, etc. It will likely be in August.

Pool Activities: Suzanne is meeting with Mike and Mike this week.

Tennis Activities: Kim, Trisha, and Tara interviewed a candidate to be OG's assistant, and he seemed like a good fit. He will be paid through OG. Clinics are open and begin April 11.

Tennis Team: Robin reported that team registration is ongoing. We need enough team members for each team before we register with the league. Mixed doubles league will likely not go forward as there isn't yet enough interest. Adult teams start April. Junior team starts June.

Operations Committee: Stuart will start meeting with the Operations Committee soon. The Upper pump house will be done by the end of March, weather permitting. The railing around the pump house is still to be determined. The Dive team requires an unobscured view of the pool from the building, and swim spectators use it to view meets in the lower pool. They will likely put cable on 2 sides and then determine the back sides. Stuart will talk to our new architects to see if they have any ideas.

Finance: Roger has set up all the accounts at BB&T, so all programs have check cards which will be funded according to their budgets.

Roger needs the contracts for EZ Facility, Constant Contact, PayPros, and Paychex. Auditors are looking at 2013 and Roger will be working on 2014 for another 6 months or so.

The meeting was adjourned at 8:58 pm. The next meeting is April 7 or 13th. Laurie will let the group know.