

Chesterbrook Swim & Tennis Club
Board of Directors Meeting
July 2, 2017, 7 pm
Chesterbrook Swim and Tennis Club
Minutes

Board Members in Attendance: Paul Hedrick, Rona Ramsey, Houda Lohman, April Wade Turk, Katy Beach, Heather Pearce, Mike Coleson, Jen Mallard, Marie Keough, Brian Holoubek

Board Members Absent: Lee Bishop, Chris Kuzmuk, Erin Shaffer, Illy Perotti, Marsha Camp, Bob Coates, Stuart Hamilton, Lori Wright, Kim Whittaker, Christine Burgeson

Call to Order: Paul called the meeting to order at 6:09pm. Board members didn't have any conflicts of interest to declare.

Minutes: Houda had previously sent out the minutes from the June 5th meeting. On a motion made and seconded the Board approved the minutes as submitted.

President: Paul presented financial statements through May. He reported that we are slightly above budget due to higher than expected membership revenue. All membership certificate fees have been received. At this point, our expenses are marginally higher than anticipated due to engineering contract fees. Overall, the financials show that the club is in solid financial shape.

Paul asked Mike about the Morning Masters Program. Mike said it's going very well. He said the swimmers have been very respectful and there have been no complaints by the neighbors.

Paul reported that he will sign a contract with LeMay, Erickson Wilcox (LEW) on Wednesday for schematic design, development, bidding, construction documentation, and construction administration for \$152,975. The Board had previously voted to give Paul authority to sign this contract. Payments to LEW will occur over time.

Club Manager: Mike reported that session two of the swimming group lessons is underway. He said that enrollment is lower than the previous two sessions. Mike reported that the Fourth of July barbecue and activities have been organized and are ready.

Mike reported that there has been an issue with parking during Monday night swim meets. Parents from other teams have been parking in the neighborhoods even though there are signs instructing them not to do so. Paul said the swim team reps will be notified. Mike talked about issues with swimmer drop off in the morning. He would like to have someone in the parking lot moving cars along, as parents are idling in front of the club house.

Paul asked whether the club had been sprayed for mosquitoes. Mike reported that the company didn't show up on the date they were supposed to spray. Mike will call again.

Paul asked about maintenance on the tennis courts. Mike said he placed a new divider net between courts one and two. The curling fence between courts three and four has been stapled down. The crack in one of the courts is not yet deep enough to be filled. Mike said he's identified someone to help with maintaining the courts.

Jen asked about a parking spot with low branches and noted that only very small cars can park in it. Mike will check whether tree branches need to be trimmed.

Communications: No report

Swim: No report.

Pool activities: Rona reported that she would like to increase pool activities in August. She also said that she is thinking about taking over the raft parties from the social chairs. She will discuss this with Illy. Rona said she is planning the staff appreciation luncheon. She would like to take the staff off-site, so that they could enjoy it more. This would cost more and so she will work with the Social Committee and the swim team on budgeting. Paul asked about the logistics of taking the entire staff out. Houda suggested closing the pool one hour early on a Sunday in August so that the entire staff can participate. Rona will work with Mike on this event and its logistics.

The Board had a short discussion about when to run another member survey. Mike suggested a survey on pool activities. April encouraged the Board to keep the survey short.

Social: Illy was absent but sent a report. She reported that the club is ready for the Family Party on July 15th. It will be catered by Rocklands BBQ. She has requested a team of hula dancers to come for one hour. The DJ has been reserved and invitations will go out on Wednesday. Illy will work with April on sending out invitations. Other social events have been very successful. Illy has identified someone to join the Social Committee when Brian's term is over.

April and Brian talked about how to charge for the Family Party. Payments will go through EZ Facility. If members pay at the door, they will be charged more.

Brian reported that there will be a raft party and toddler party on July 12th. Ladies night will be August 18th and Rona will be in charge of that event. Brian would like to plan a men's night at the pool.

Dive: Marie reported that the diving events are going well and she is grateful to the pool staff for the help they provide during the meets. The dive team is having a tie dye party on July 19th. Mike requested a date for the end of year party. Marie said that the team is thinking of raising dues for next season in order to feed the divers between warm ups and the beginning of the meet.

Treasurer: In Lee's absence, Paul reported on the club's financials during his report.

VP Operations: No report.

VP-Personnel: Jen reported that there are only now a couple of staff members who haven't turned in their paperwork. Jen said she will work with Lee to send him payroll reports electronically.

Nominating: Erin sent a note encouraging outgoing Board members to find their replacements.

Tennis: Heather reported that JTT has started and adult tennis has ended. Tennis will be having round robin tournaments for juniors, men and women coming up soon. Heather said the end of the year party for junior tennis is on July 27th.

Membership: No report.

New business: No new business.

There being no new business, the meeting was adjourned at 8:25pm. The next meeting will take place August 7th at 7:00pm.

