

## Cape St Claire Swim Club Monthly Meeting Minutes

February 13, 2020

Present:

David Sabat

Alison Moore

Bill Szczytko

Jim Harvey

Leslie Dougherty

Cheryl Gorman

Jeff Haines

Katie Hicks

Candace Decker

The meeting was called to order at 7:03pm by David Sabat.

A motion to approve last month's minutes was proposed and seconded. The board voted unanimously to approve the minutes from the January monthly meeting.

AQUATICS:

Ms. Gorman mentioned there will be some changes to the swim team to improve the program and expand the customer base. The pre-competitive group will be fed from the swim lesson level to grow the team, and there will be a two week "try it" trial for younger swimmers. The new program will be similar to Indian Hills. Proficient kids that are participating in the trial will get rolled into novice group and practice with the team as their lesson. The goal is to get a consistent source of young competitors for the team.

Mr. Haines suggested condensing the swim team packet info to one page, and asked the committee to submit it to him by Feb 24.

TREASURER:

Ms. Moore reported on pool financials. The profit and loss statement reflects the first pool management fee to Ace (\$3000), and all excess funds were moved to capital expenditures account. Ms. Harada helped fix the QuickBooks issue that was causing the Money Market account to not reconcile.

Ms. Moore reminded the Board to please update address with all vendors. The Pool's new mailing address is 1320 Cape St Claire Road, #351. This includes all lease and bond application forms on the website.

Ms. Moore reminded the board to please collect 1) address and SSN OR 2) federal ID and business name from any vendor who we think will provide \$600+ of services this calendar year. We must collect this info prior to payment or a check will not be issued. This protects the pool and the vendor.

VP:

Mr. Sabat reported for Mr. Keckler. Ace agreed to the changes the Board asked for on the two-year contract. The Board has some papers to fill out by May. The new mailing address and Board members need to be updated on the Facility Info Sheet.

## MEMBERSHIP:

Ms. Hicks informed the Board she will be stepping down in August at the end of her term. In the meantime, she'd like to continue doing paper forms for bonds. Phantom leases will be processed through the new online process.

Fee structure and bond/ lease status:

- 200 memberships/bonds \$1300
- 25 leases from pool/"phantoms" – fee \$850 (\$600 dues + \$250 leasing fee)
- Lease private to private – fee is \$250 paid to pool
- Annual dues \$600
- Broker fee if pool sells a private bond for a member is \$100

Ms. Hicks made a motion to blanket approve prior lease holders. Motion seconded.

One new membership was approved – Tom and Christy McDaniel, with a reference letter from Mary Bradford. There was an action item for Ms. Gibson to sign and mail certificate.

The Board discussed a question about the recommendation letter. Can a member in good standing write a recommendation for someone they don't know? Or can someone that doesn't know any pool members come do an interview? The initial guidance from the Board is to consider this on a case-by-case basis.

## IT:

Mr. Szczytko turned over new laptop to Aquatics.

Mr. Szczytko will deactivate the phantom leasing forms on capepool.com prior to welcome email to force phantom leases to follow online procedures henceforth.

## BUILDING AND GROUNDS:

Mr. Harvey has some immediate purchases he'd like to make to prepare for spring. They include:

- the pool cleaning "robot" power pack (estimated \$250-\$300)
- steel bathroom doors. The men's room door is not standard size so may need to be wood. Looking into possible options.
- Reworking guard house windows,
- new volleyball equipment & storage piece with lock.

The estimated total purchase is approximately \$1930. The motion was made and seconded to approve this spending at the December meeting.

April 18 and 19 are potential wall painting dates.

The Board is going to research purchasing cabanas. Board members can provide input on the design, where to purchase from, etc. Dave will research.

Mr. Harvey suggested purchasing mulch around the swings this year since it wasn't done last year. Peddicord's performed leaf removal for \$1000. Plumbers and electricians are scheduled to do some work.

Maintenance suggestions for the pavilion area are using a hose with good pressure to spray off concrete and power sand the picnic tables.

**SOCIAL:**

Ms. Decker is working on setting up a tie dye event (member Jill Sewell will run).

Ms. Decker will start working on a band for Monday of Memorial Day weekend. Ms. Hicks suggested Kevin Pollock.

**COMMUNICATIONS:**

Mr. Haines will send out annual dues reminder email this weekend. Ms. Hicks advised him to pull "bond holders" and "bond holders leasing out" lists from Membersplash for Mail Chimp. Language from the Facebook page can be used from the postcard or website.

The signboard will be leased for March for swim lessons. Mr. Haines will coordinate with Aquatics.

Contributions for the welcome packet need to be submitted to Mr. Haines no later than Feb 24. The welcome packet will be mailed by end of March.

A motion was made to adjourn the meeting, seconded, and approved. The meeting adjourned at 8:40pm.

Next meeting scheduled for March 12, 2020.