

**Cape St. Claire Swim Club**  
**Minutes of the Annual Meeting**  
**August 23, 2020, 4PM**  
**Virtual Meeting held via Zoom**

Mr. Sabat called the meeting to order at 4:02. He explained the protocol for signing in, submitting questions and voting for Board positions via the online “Zoom” platform.

Mr. Sabat reviewed the meeting agenda and stated that 25 members needed to be present to hold a valid election. Mr. Haines confirmed that 25 different bondholders were present.

The membership unanimously approved the minutes of 2019 annual membership meeting.

**Treasurers Report – Allison Moore**

Ms. Moore summarized the figures presented in the treasurer report. The Board was able to transfer funds into the capital expenditures reserve account at the end of the 2019 season, in addition to having the rest of the new pool deck installed. Approximately \$10,000 was spent in repairs so far in the 2020 season. Ms. Moore stated that future repair costs would be addressed in the Building and Grounds report. It was reported that the Board limited spending this year to save money for Covid contingencies. She also noted that partial refunds to membership dues may be considered based on any refunds provided by the pool management company, but the terms are uncertain at this time.

**Board of Governors Nominations**

Mr. Sabat introduced the members running for Board of Governors (Board) positions, and each nominee was given the opportunity to introduce themselves. Biographies of all the nominees are provided as an attachment.

Leslie Dougherty: Ms. Dougherty joined the Board in 2017 to fill in on the Aquatics Committee after a member departed, and was re-elected to the position at the 2018 Annual Meeting. She stated that she enjoys being on the Board and looks forward to serving further.

Kristen Watson: Ms. Watson has been working for the Pool’s Aquatics Program as an instructor and coach since 2010. Her and her family enjoy the pool and look forward to participating in Aquatics Programs and serving on the Board.

Kevin Rump: Mr. Rump has lived in Cape St. Claire for approximately 5 years. He is eager to help on the Board. Mr. Rump is an engineer and project manager by trade and looks forward to applying these skills to his work with the Board.

Nicole Kempton: Ms. Kempton has lived in Cape St. Claire since 2010. She and her family joined the pool this year, and she looks forward to helping the Board manage the Pool activities in 2021.

Jim Harvey: Mr. Harvey is up for re-election and is serving as the current Buildings and Ground Chairperson. His goal is accomplish delayed maintenance at the Pool and institute some upgrades. He is hoping to continue to work on the Board to finish ongoing projects and issues.

At the conclusion of the nominee introductions, voting occurred via google forms online. Voting was not concluded until all members were able to log their votes. All nominees were elected to the Board of Governors by a simple majority.

### **President's Report – Dave Sabat**

Mr. Sabat addressed the membership, stating that this season was heavily impacted by Covid restrictions and social distancing protocols. Mr. Sabat acknowledged that as bondholders, all members are actually owners and thanked everyone for their support and dues payment during difficult times. He thanked the management company and lifeguard staff for their excellent efforts in providing a clean and well run pool for the members. He noted that the Pool closure that occurred on August 1 was unplanned, and thanked the membership for participating in the Town Hall meeting that was held to discuss the closure. He also thanked the Board members and membership for their help, support, and flexibility during a difficult year.

### **Vice President's Report – Joe Keckler**

Mr. Keckler provided an update about the operations activities. During the offseason the Board researched alternative pool management companies, and received multiple proposals. On January 29, The Board successfully executed a new pool management contract with the incumbent pool management company, Ace Auatics, with lower rates. Mr. Keckler noted that due to our positive relationship with Ace Aquatics, they have been flexible about any contract changes and repairs as the various opening status (Covid, electrical issues) of the Pool changed.

Mr. Keckler stated that he received positive feedback during pool open season regarding the pool cleanliness and staff. The Board appreciates positive feedback from members

### **Communications Report - Jeff Haines**

The Communications Chair is a new position created from a member request at the 2019 annual meeting. As part of the new position, a communications plan was developed. The new plan originally focused on the Waterlog, a single print newsletter, and then using email and social media for general pool happenings and social events. Due to the changing requirements in response to meeting Covid

social distancing protocols and opening, communications had to quickly shift to providing notices about pool opening status and new protocols. Mr. Haines noted that the Board tried to communicate rapidly changing info to members clearly and succinctly.

In the future, the communications plan will continue to be implemented, with Waterlogs be mailed out every spring prior to opening and other notifications sent via email and social media for other happenings. Notifications will continue to be sent out regarding upcoming repairs.

### **Aquatics—Leslie Dougherty**

The 2020 Aquatics program was greatly impacted by Covid. The Greater Annapolis Swim League (GASL) cancelled all sanctioned competitions in May. In response to this cancellation, standard swim team was not held. An adapted limited clinic program for team members was held that would be in line with USA Swimming and government social distancing protocols. The clinic was held in 45 minute sessions for 48 swimmers, but was cut short due to pool closure. The Aquatics Committee will process reimbursement for the final two weeks that the clinic was not held.

Ms. Dougherty announced congratulations for their sole graduating senior.

Water aerobics and swim lessons were not held due to Covid

However, the Navy Swim program rented the pool for swim and polo practice on early mornings, and compensated the Pool for the rentals.

Ms. Dougherty emphasized that Aquatics is hoping to return to normal operations in 2021 with swim team, Masters Swim, and water aerobics.

### **Membership Report - Katie Hicks**

At the 2019 Annual Meeting, the membership approved selling 25 additional memberships. To date, 20 of 25 have sold. To help pool members with financial hardships due to the Covid shutdown, the Board ceased selling these memberships this year and instead focused, matching up buyers to member sellers.

Sales of pool-owned “Phantom” leases were also held back, and focus was on helping members lease out their memberships if wanted.

### **Social Report – Candace Decker**

Limited social opportunities this year due to our conditions to open for Covid. Ms. Decker tried to facilitate local curbside take out by setting up a menu station at entrance. Ms. Decker was also able to

offer some free yoga classes on the grounds. Bands were booked for Memorial Day and Labor Day, but was cancelled due to closures.

### **Technology Report – Bill Sczytco**

Mr. Sczytco stated that one of the goals was to develop online lease signing, but this initiative was interrupted by responses to Covid and researching potential membership reservation systems.

This year the technology upgrades at the pool included upgraded wireless and upgraded swim team technology (laptop, printer).

### **Buildings and Grounds Report - Jim Harvey**

This year the Board delayed all capital expenditures to save money for Covid contingencies. The original plan for improvements included electrical upgrades (not related to bonding) in the guard shack, electric panel in the guard shack, lighting in the guard shack and bathrooms, moving the water pressure tank, and installing some cabanas for changing rooms. These items will continue to be considered for future projects.

Other future maintenance needs include replastering of the pool, new parking lot gravel, more tree removals on hill, and boundary fence vegetation removal and improved plantings. LED lighting may also be included as part of electrical upgrades

A modified pool opening work day was held. Due to Covid social distancing, the Board members and their families performed the spring clean up.

To enhance contact-less hygiene, automatic soap and paper towels dispensers were installed in the bathrooms and an outside sink was installed. The pool entrance was modified to allow for separation of guards and members at sign in, and updated signage for Covid protocols.

Pool robot vacuum malfunction continues to be addressed.

Mr. Harvey summarized the status of the deck bonding repairs. A special townhall meeting to discuss required repairs was held via zoom on August 17, 2020. Minutes of this meeting were distributed prior to the Annual Meeting. Based on feedback from electricians investigating issues with pool fixtures, an emergency Executive meeting was held on August 1, 2020, followed immediately by a full board meeting where it was voted that the pool needed to be closed due to safety. Once bonding was determined to be the issue, several electricians were consulted (including some members), and pool deck install photos were reviewed. The pool deck contractor has agreed to repair pool bonding at no cost to pool in cooperation with an electrician with expertise in pool bonding/ repair. The Board is currently working to schedule these repairs with the deck contractor and electrician. Mr. Harvey noted to the membership that there is also pool plastering and some other maintenance needs/ upgrades such as installing new

light fixtures and upgraded filter lines that the Board may want to address while the decking is removed. The lights fixtures are 50 years old. Additionally, Ace Aquatics recommended replacing filter drain lines while there was the opportunity. Cost estimates for the additional work is not yet available.

Mr. Sabat concluded the report section of the meeting and opened the floor for questions.

M. Tanenhouse member comment- thanked Board for work this year.

N. Charlessonn- thanked for improving communications

**Old Business:**

Mr. Sabat reported that septic was repaired by a licensed contractor, and no issues were reported while the pool was open.

**New Business:**

Mr. Sabat invited members to bring up New Business, no issues or responses were raised.

**Election Results:**

All 5 candidates were elected with a simple majority.

**End of Agenda**

Motion to adjourn was made at 5:00 pm by Heather Sczytco, Kristen Watson seconded, the motion was approved and the Annual Meeting concluded.