

**Cape St. Claire Swim Club Monthly Meeting Minutes
January 16, 2024**

Present:

Fran Bray	Adam Harris	Keri Morris	Sara Corcoran	Lori Graf
Lindsey Hammond	Eric Kempton	Leslie Dougherty	Jeff Haines	Adam Canevazzi

The meeting was called to order at 7:30 p.m.

Motion by to approve the minutes from the December meeting by Leslie. The motion was seconded by Sara. Result: The motion passed unanimously.

*Lucy stepped down from Aquatics. Sara is moving from Vice President to Aquatics. Keri will move from Social chair to Vice President as voted via email by the Board. The Social chair is currently vacant.

Treasurer:

1. We ended the year at \$85,000.
2. We put \$15,000 in the CD as voted in the last meeting.
3. Motion by Jeff for Lori, Adam, or Keri to be authorized to sign the bank accounts. Motion seconded by Lindsey. Motion approved unanimously.
4. We are supposed to have a financial review every 3 years. It is much less invasive than an audit. We can look for a different accountant to do our annual reviews.
5. Building and Grounds is set at \$16,000
6. Repairs- \$10,000
7. Net is about the same as it was last year.
8. Payroll should stay steady this year to account for the minimum wage increase last year.
9. Lori has budgeted for power washing and landscaping cleanup as opposed to having a member cleanup day.
10. Motion by Leslie to approve the 2025 budget as presented by Lori. This includes the \$75 increase in dues. Motion seconded by Sara. Motion approved to approve the budget.

President:

1. Capital Reserve Study-
 - a. Offers us a roadmap of our assets
 - b. Handles emergencies that we foresee and do not yet foresee
 - c. Miller Dodson- Adam H. has talked to them about doing a capital reserve study. He is sure that it will cost us less than \$5000, which is what we budgeted. Would like to have buildings and grounds or Jeff available when they come to discuss what the findings are.
 - d. We've budgeted \$5000 for the CRS. Adam H. will let us know the final number from Miller Dodson within a week.

Vice President:

1. The contract from American Pools was sent to Danny at American. He sent back the contract with our changes. We just have to sign the contract and it is official.
 - a. We can request extra guards at any time.

- b. There is a payment upon signature that needs to be sent to American. Keri will talk to Danny to see if our first payment can be sent after we start collecting money from members.

Membership:

1. Motion to bring up the previous agreement that includes a \$75 per household increase and to include the family due increase to expunge the family dues increase by Jeff. Motion seconded by Sara. Motion approved- 1 nay- Fran. Adam H., Keri, Eric, Lori, Adam C., Leslie, Jeff, Sara, and Lindsey said aye. Therefore we will have a \$75 dues increase but will not have a family dues increase.
 - a. Lori asked if we can have a communication soon about the \$75 dues increase ASAP since we will be collecting dues soon. Please include that our contract with our pool management company has gone up exponentially and that plays a part in our increase.

Building and Grounds:

1. The diving board posts have not been painted because it's been too cold.
2. Need estimates for trees and landscaping to clear out the trees, repair the fence, and general landscaping.
 - a. Can we reach out to our insurance for the tree that fell on the fence? Lori will reach out to our person to ask.
3. Using the parking lot for construction equipment-
 - a. Can we offer a fee for campers and boats to store there instead of construction equipment? Then we won't have to worry about weight, sewage, access to the gate key, etc.
 - i. What happens if something happens to a boat in our locked fence? We can ask our insurance.
 - ii. What can we make? How much can we charge? Would need to tell them an in by ___ date and out by ___ date.
 - iii. Should open this up to members first.

Social:

1. Currently, there is not a Social chair. We can send out a communication to see if anyone is interested.

Volunteers/Communications:

1. Adam will work on sponsorships from businesses. He will talk to Blue Rooster, Bellas, and other businesses in the community.
 - a. He will tap into business owners that live in Cape.
 - b. Rita's and Broadneck Grill will do a fundraiser night for us. We need to plan this once we get into pool season.

Aquatics:

1. Leader board- Leslie has tried to finalize the quote and has not heard back from him. The person she spoke with no longer works at the company and they have no record of any of the conversation and plans for the leader board.
 - a. Lori said that it will be fine for this to be purchased in this year instead of last year
 - b. Leslie will look into new companies and try to purchase it for this pool season.

New Business:

1. Would we like to have an open meeting for anyone that wants to attend? Maybe February or March at the clubhouse? Will aim for March 13th and will invite members.
2. Sara has a folder of documents that need to be scanned- original land deeds, lease with CSCIA, an addendum, etc. Gave to Lori to be scanned and uploaded digitally.

Motion to adjourn by Lindsey at 9:43 pm. Motion seconded by Keri. Motion approved unanimously.

Upcoming Meetings:

1. February 13, 2025 at 7pm