

**Cape St. Claire Swim Club Monthly Meeting Minutes  
February 13, 2025**

**Governors Present:**

|              |                  |             |           |
|--------------|------------------|-------------|-----------|
| Fran Bray    | Adam Thor Harris | Keri Morris | Lori Graf |
| Eric Kempton | Adam Canevazzi   |             |           |

**The meeting was called to order at 7:02 p.m.**

Motion to approve the minutes from the January meeting by Governor Kempton. The motion was seconded by Governor Bray. Result: The motion passed unanimously.

Motion to approve the financials as presented by Governor Morris. The motion was seconded by Governor Canevazzi. The motion passed unanimously.

**President:**

- We will continue taking nominations for Social Chair, closing 28 Feb. Once nominations are received, we will vote/appoint internally per our bylaws and standards of practice.
- President Harris noted that after months of productive discussion with the CSCIA, and a great deal of effort by the Town Manager and President of CSCIA to review decades of documentation between the two boards, the CSCIA were able to produce the amended lease agreement that we sought after. The document dated 29 Aug 1991 was entered into the records for the CSCSC. The document titled “Second Amendment of Lease” signed by both CSCIA and CSCSC answers many questions the board has had regarding land plots, previous agreements with the BLOA and CSCIA. Will upload the document into PDF format for safe storage, and will provide a hard copy for backup storage.
- The Capital Reserve Study is on track to take place in the coming weeks with Miller Dodson. Again the intent here is to provide a roadmap of the current lifespan of our assets, equipment, and property. This study will inform future efforts to set aside money for capital improvements in an effort to improve the facilities for our membership. There will be a requirement to provide documentation to assist their efforts, payments will be due as soon as the contract is signed, and the remaining fees upon delivery of the CRS. Will work with the Treasurer.

**Vice President:**

- Governor Morris signed and submitted contractual paperwork with American Pool.
- Began ADA compliance paperwork with the county.
- Dimitri and Danny with American would like to meet with VP and B&G to take a look at the pump room and have a better idea of what they need for the season. Governor Morris will set up a date and Governors Bray and Kempton will attend before the next meeting.
- Governor Morris received a link for lifeguards to apply. Encouraged board members to share with those that may be interested in working with American. Ultimately the company will select who they hire.

**Treasurer:**

- Governor Graf stated that we are looking healthy on collections and transferred \$15,000 into the CD. American will require payment by **Mar 1, 2025** . Will make payment to Miller Dodson upon receipt of invoice.

**Membership:**

- As required, the board read the applications and recommendations and voted on approvals. Membership-to-Household Leases for the 2025 season for approval:
  - Bond 104 Charlson to Lowry. Motion to approve by Governor Kempton. Seconded by Governor Graf. The motion passed unanimously.
  - Bond 167 Allen to McNally. Motion to approve by Governor Graf. Seconded by Governor Morris. The motion passed unanimously.
  - We plan to open up 15 club-owned membership leases at a rate of \$1025. Motion to approve 15 club-owned leases by Governor Graf. Seconded by Governor Morris. Motion passes unanimously.
  - Motion to select the potential leases from the marketplace listing in order as they appeared timewise, yet still must go through the approved application process by Governor Kempton. Seconded by Governor Canevazzi. Motion passes unanimously.
  - Governor Canevazzi will notify Governor Haines to update the club lease fee on the website (club to family) to \$950 to \$1025 to reflect our due increase.

**Building and Grounds:**

- The weather is warming up so we are hoping to install baby changing stations soon. We will walk the grounds to look for maintenance items like power washing grounds. Looking to get estimates for removing fallen tree. We will follow up on insurance claims to see if they will cover the damages. Governor Graf will call again.
- Governor Bray stated we are looking to look for an alternative option for ground maintenance. Countryside is a good option based on their previous work. Governors Bray and Kempton stated they would like to get quotes and present their recommendation at the next meeting.

**Social:**

- Governor Morris stated that the 5th grade party is currently planned for Friday June 13th 3-5 PM is the targeted date for the event. We will chat with Aquatics to determine if this is a good date based on the swim schedule since the pool will close to general membership/other activities. Governor Morris will take lead on communicating with **Jill Sewell** until we onboard a social chair.

**Volunteers/Communications:**

- Governor Canevazzi stated that the sponsorship tiers were sent to board. Governor Canevazzi mentioned that Mail Chimp is currently experiencing issues with e-mail, and will continue researching/testing to see what is going on. Governor Canevazzi sought feedback on the tiers as presented.
  - Recommendation to include a “menu” option in the tiers for restaurants to advertise their services.
  - Recommendation for QR code “menu” to be displayed at the pool.

- A question came up about who we allow to become a sponsor. Is it Cape only? Cape resident business owned? Governor Canevazzi requests feedback from the board by Mar 1, 2025 .
- Motion by Governor Kempton to allow only businesses located within the shopping center or current Cape and Atlantis resident-owned businesses be allowed to purchase sponsorship, seconded by Governor Morris. Motion passes unanimously.
- Recommendation by Governor Morris to allow lead volunteers to receive up to 5 guest passes (max of 5 per planned event), will discuss with the Social chair upon onboarding.

**Aquatics:**

- The leaderboard will be ready for pickup next week. Need to pay/will require an invoice.

**Old Business:**

- None

**New Business:**

- President Harris stated that conversations are ongoing regarding the possibility of a Cape Conservation Corps (CCC) led effort, by way of a grant, to install a trail on the west side of the CSCSC swim club property. The board discussed some concerns regarding the shape of the current walking path external to the CSCSC fence, as well as the erosion taking place. The board also expressed concerns regarding security and safety as the path is not used by pool members exclusively. President Harris will continue engaging with CCC, CSCIA, and BLOA.

**Motion to Adjourn:** Motioned by Governor Morris at 9:32 pm. Seconded by Governor Canevazzi. Motion approved unanimously.

**Upcoming Meetings:**

- March 13, 2025 at 7pm