

Cape St. Claire Swim Club Monthly Meeting Minutes
September 11, 2025

Board Members Present:

Jeff Haines	Adam Harris	Adam Canevazzi	Leslie Dougherty	Eric Kempton
Fran Bray	Lindsey Hammond	Lori Graf	Sharon Sandoval	Amber Herr
Cara Malfi				

7:03 p.m. Motion to approve August's minutes by Jeff. Motion seconded by Lindsey. All in favor. Motion passes.

President:

- By-law changes:
 - a. One was approved at the annual meeting for the Board to run until the first meeting in September so that the old Board can close out the season

Vice President:

- We have to let American know by October 31st to lock in the same price for the next 2 years. We will discuss the contract with American at the next meeting.
- Some recommendations for the winter:
 - Winterization chemicals are not included in our contract
 - Pool management company should take the diving board off. Can it just be covered? Keri will ask Dmitri.
 - The lift chair needs to be put away
 - Lindsey will take the AED home for the winter
 - Fran will do a supply inventory
 - Jeff and Bob will look at the broken chairs to see if they can be fixed
- What do we want to see in the next agreement?
 - Cleaning up the pool deck during the day and at night with a hose
 - Sitting 2 guards anytime there are people in the pool regardless of how many kids are in the pool with one checking people in
 - Pool cleanliness- need a vacuum
 - What percent of the lifeguards would we like to be locals? Maybe 50/50? American will let us have a say in who they hire or who we recommend.
 - Baby pool at the end of the season was closed often
 - Daily cleaning checklist that they initial each day and a night before swim meet checklist

Treasurer:

- Motion to approve August financials by Lindsey. Motion seconded by Fran. All in favor. Motion passes unanimously.
- Income was \$10,500 better than projected
- Guest cards were slightly lower than projected. However, only by \$154.
 - How many guest passes are out there that haven't been used for a long time?
- Late charges brought in \$2500. We have not (traditionally) put that in the budget
- Misc. income is \$2,250 in sponsorships
- Social brought is \$750 better than projected

- Aquatics brought in \$1775 better than projected
- We will incur some monthly expenses (cameras, utilities etc.). Approx. total for that is \$1600 total- this does not include landscaping etc.
- We will incur an accounting expense (budget is \$6500, will be less because we just have maintenance this year. Every other year we pay for an audit) and insurance (budget is \$10,000)
- We incurred a few expenses that were not booked until September (total \$1000)
- Budget discussion and approval for next year will happen in November/December
- Lori would like to change our accounting codes before the next meeting for exactly where things fall in our budget. Many are not relevant and have changed over time.

Membership:

- Nothing to report

Building and Grounds:

- Need a new pool vacuum
- Winter prep is done by November 1st
- Chlorine pucks should be in the pool and the pool cover should be done sooner than later
- Need to do one trash cleanup of the grounds
- Grills need one last clean and the propane should be unhooked and put in the pump room
- Speakers should be taken down and stored
- Batteries should come out of the clock
- Fran has a list of things that need to be replaced for next season. We will discuss this at the next meeting.
- Landscaping company will do some cleanup to include an industrial rake to get rid of the glass that keeps unearthing on the hill and adding more topsoil. The invoice has already been paid for roughly \$1000. Motion to approve this purchase by Leslie. Motion seconded by Jeff. All in favor. Motion passes unanimously.
- Countryside had a recommendation where the footing is out at the fence to put a layer of rock to prevent the fence falling down. Keri will talk to her builder about digging out the foundation and depositing it here to help our fence.

Social:

- Sharon will send out info about a possible fall movie night and we can discuss and vote via email

Communications:

- Nothing to report

Aquatics:

- Nothing to report

New Business:

- The Board had a discussion about taking on new roles.
 - President- Fran

- Vice President- Lindsey
- Secretary- Jeff
- Treasurer- Lori
- Aquatics- Amber and Leslie
- Buildings and Grounds- Eric and Adam H.
- Membership- Keri
- Communications- Cara
- Social- Sharon
- Motion to approve the four Executive Committee roles by Keri. Motion seconded by Amber. All in favor. Motion passes unanimously.

Motion to Adjourn: Motion to adjourn by Lindsey. Motion seconded by Leslie. All in favor. Meeting adjourned at 8:49pm.

Upcoming Meetings:

- October 9, 2025 at 7pm