

Cape St. Claire Swim Club Board Meeting
June 11, 2015

Present

Craig Madden
Kevin Byrne
Bob Baca
Karen West
Tracy Millward-Bourne
Cheryl Gorman
Katie Hicks
Walter Mazan

Meeting called to order at 7:18 pm

Minutes

President

- Operations of the board were commended, as things are running smoothly. Noted that a nominating committee should get started so that candidates are lined up well before the notice of the annual meeting.
- The Capital-Gazette will be here on Friday to interview a few lifeguards....a 'fun in the sun' article.
- A parent was emailed due to a stone throwing issues at the pool by their children. The parent responded via email in a positive manner and the issue is considered resolved.
- A motion was made to adopt the May 12 meeting minutes, which were unanimously approved.

Treasurer

- Financials through May 31 were presented. There are no outstanding membership dues. Guest card checks continuously being added. \$125K in cash and no liabilities.
- It was asked if we would have enough money to do another section of the pool deck (about \$25K) at the end of the season. We would like to do a section every year or every other year. The Treasurer noted that we're not making money on a year-to-year basis, and it looks like the pool will likely break even for the year (which includes the expense paid for the deck section replaced in early 2015).

- There was a discussion of small discrepancy of GASL fee accounting. This appears to be due to fees and AAU insurance getting combined, along with some reimbursement. The treasurer will review and see if this needs to be broken out better on the 'profit and loss' report.
- Board unanimously approved treasurer report, with modification if needed for the GASL fee item previously noted.

President

- By-law and operating changes proposed for the annual meeting:
 1. A motion to draft by-law language for check writing using only a single signature was unanimously approved; the President will draft the language to present to the board at a future board meeting prior to adding the item to the annual meeting agenda
 2. It was recommended that the outcome of any board voting done via email should be noted in subsequent board meeting for the record.
 3. It was noted that we need better record keeping of bond numbers, owners, and changes as bonds are sold.
 4. A motion to draft by-law language change membership notifications from postal-only to postal and/or email was unanimously approved; the Webmaster will draft the language to present to the board at a future board meeting prior to adding the item to the annual meeting agenda
- It was asked if the board should change the minimum age to attend pool alone from 10 to something older. There was discussion on what happens when a child is asked to leave the pool for some reason, and a parent is unavailable. Should the child have parent contact info on file, or sit with guards until parent arrives? Various different opinions were expressed. There was no obvious resolution, but the board was asked to keep the issue in mind and to table the issue for now.
- The Building & Grounds 'to-do' list was discussed, but the board could not tell exactly what was done, what might be in process, or what was not started. The President will ask the Building & Grounds committee to try to get volunteers to handle several of the items. As long as the Board provides the materials, many of these item could be done in a few hours by volunteers.
- Board members are now on file with Ace Hardware, and all can purchase items on the pool account. Receipts and expense report forms should be dropped off in the treasurer mailbox or be scanned and submitted online.
- Discussed the repairs, replacement of umbrellas and chairs...items fixed and ongoing. Several minor issues are not detailed here. Deep-end pool light (not in the diving well) is not working and needs replacement. Past experience indicates that this can be

substantial work. Based on discussions with DRD, Kevin made a motion to approve up to \$650 for this repair, Karen seconded, and approved unanimously. If all goes well, this could be completed in a day; if not, and electrician may be needed.

- There appears to be confusion over how DRD guards are paid for social events along with multiple checks needed for different items. The President feels that the pool/Board should be on record for hiring the guards; then DRD could invoice the club or the club could cut a check. Kevin will ask DRD if this is possible. The black mailbox on the guard house is now clearly labeled SOCIAL (the tan mailbox is for the treasurer), so that guards don't have to handle forms/social money.

Webmaster/Newsletter

- Items moving along smoothly. Look for the usual monthly request for items for the next pool newsletter.
- The date for the annual meeting was requested, which were suggested to be Sunday, August 23, at 4 pm with a rain date of Monday, August 24 at 7 pm. A motion was made to accept these dates, seconded, and unanimously approved.

Vice-President

- Items were previously covered in the discussions above

Swim Team

- The first meet is this weekend and is a home meet. The swim team will also be in the Cape 4th of July parade.

Beautification & Horticulture

- Some weeding is needed. Most plants are doing well.

Social

- 231 people were at the pool at peak of band event on opening weekend. The band is being reconsidered for Labor Day weekend, either on Sunday or earlier in the day on Monday. The recent toddler event went well. The next event is movie night, June 27, and the movie will be Diary of a Wimpy Kid.
- 10 private parties are scheduled this month so far. There was a discussion over guards and private parties...defaulted to rules and reservation form which how extra guards are determined. Parties should be no more than three hours in length with no more than 40 people. Camp Allen and the 5th Grade Party are Board-sponsored, which provide an exception to the private party rule.
- A dry-run for movie night was conducted...the equipment test worked well. The projector and speakers were acquired by the swim team.

Other Business

- It was noted that guards are not consistently enforcing the rule of no non-swimmers in the deep end. Parents have been heard noting that this is a dumb rule if parents are in immediate proximity of their kids, and guards are agreeing with the parents. The vice-president was requested to intervene with DRD, noting that our rules to be enforced. The Board will consider changing this rule at the next Board meeting, and the Board was asked to think through potential pros and cons of such a change.
- The vice-president was requested to ask guards to write-up misbehavior at the pool so that the board is informed. If a member or guest does not follow guard instructions, that should be written up. Confrontation by the guards is not needed, but writing up the incident starts the documentation, so that should it happen again, a baseline has been established for repeat incidents.

Meeting adjourned at 8:25 pm