

**Sun Valley Swimming Pool Association
Monthly Board Meeting
Round Table Pizza, Lafayette
Tuesday, February 25, 2014
7:00 pm – 9:00 pm**

MINUTES

Call to Order – President

Roll Call – Recording Secretary

- | | |
|--|--|
| <input checked="" type="checkbox"/> President Dave Rumberg | <input checked="" type="checkbox"/> Director - Swim Team: Caitlin Benazra |
| <input type="checkbox"/> Vice President – Open Role | <input checked="" type="checkbox"/> Director - Lifeguards: Pat Hennessy |
| <input checked="" type="checkbox"/> Secretary - Colleen Lingane Thomas | <input type="checkbox"/> Director - Membership: Tina Sappal |
| <input checked="" type="checkbox"/> Director - Finance: Wendy Martin | <input checked="" type="checkbox"/> Director – Volunteers: Debbie Levy |
| <input type="checkbox"/> Director - Operations: Tom Smith | <input checked="" type="checkbox"/> Director – Communication: Carolyn Martin |

Invited

- Water Quality – Chris Mackay
- Map Consultants – Ken Roberts

Call to order 7:08pm

1) Approvals

- Agenda - approved
- Meeting Notes from prior month
 - i) Date needs to be corrected to reflect Jan 28, 2014
 - ii) approved

2) Standard Monthly Reports – short overview; other items are under new business; max 5 minutes each

- President
 - i) Masters Program
 - (1) Hours (am/pm), # ppl involved, programmatic structure being discussed
 - (2) Will come to board with recommendations for March mtg
- Secretary
- Membership
- Finance
 - i) Wendy will try to negotiate with Allied Waste since the garbage service was not turned off
 - ii) And will figure out housekeeping
- Operations
 - i) Punch list – tba – for future
 - ii) POSTPONED: Feb onsite review with ops – facilities, capital improvements – for approval by board in Feb board mtg;
 - iii) Ready for opening?
 - (1) Pool itself is heated, covers are on, and chemicals up to date
 - iv) Chris MacKay/Dave Ridge/Dave met and is working with Lincoln Aquatics and another firm to do pool maintenance (plumbing valves).
 - (1) Pump room was inspected
 - v) Shower dilemma – far right nozzle always a problem and the middle one had troubles
 - (1) Possible volunteer role with a member
 - (2) Dave to get diagnostic and communicate with email to get board approvals
 - vi) Bathroom/Trash needs to be restarted
 - (1) Garbage didn't get turned off; costing pool \$500/month
 - vii) Need a bigger garbage bin in the women's restroom
 - (1) Carolyn will check into towels and bigger garbage bin
 - viii) Operations role will manage charcoal and propane

- Lifeguard
 - i) Start May 24th (Saturday before memorial day) and end 9/1 (Labor Day)
 - ii) Closing: Pat will extend lifeguard shift by 30 minutes and/or schedule someone to come back at 10p to put covers on, turn off lights, close umbrellas, etc. This will happen from May 24 to Sept 2. We will make this volunteer effort starting March 29th and evaluate if that will work for the time periods not covered by lifeguards
 - iii) Opening; Pat will coordinate a core group to have a “pool opening” responsible for pool covers, water quality check, checking bathrooms, leaf baskets for \$20/time
- Volunteer
 - i) Draft plan and discussion
 - (1) Volunteer section on bulletin board
 - (a) Make this a volunteer job to manage that, and add calendar info
 - (2) Long discussion ensued about losses incurred by pool due to lack of volunteer efforts
 - ii) Volunteer responsibilities and potential changes. Planning a binder check in system.
 - (1) OPENING Hose down all chairs and clean and tops of canopies.
 - (2) Will need pool closing work party
 - (a) Include locking garbage
 - (3) Bathroom duty during swim team as an added role
 - (4) Closing – take off the access via the card reader
 - (5) Opening – install card reader
 - (6) For 2015, sort and mail key cards in partnership with membership director
 - (7) Consider shower dilemma as volunteer role
- Swim Team
 - i) Clinic launched
 - ii) Coaches contract still in progress; general agreement with Ellie and Robbie; finalizing paperwork

Motion – Debbie made a motion– “The pool will buy five new lane lines to replace existing degraded lines at a price not to exceed \$3000. The money will ultimately come out of the swim team budget (once finalized).” Carolyn seconded the motion. Motion passed 6:1.

- Communication
 - i) Volunteer – Debbie to finalize letter and Carolyn to send
 - ii) Letter to go with key mailing to include
 - (1) Pool open dates and hours
 - (2) Lifeguard dates/ hours
 - (3) Lap swimming – you have rights – the far right lane is reserved
 - (4) Volunteer – expect information 1.5 weeks before pool opening
 - (5) Link to pool site for details on other calendar items – social events, home meets, etc.
 - (6) Carolyn to distribute draft to board and allow 48 hours for review cycle before sending

3) New Business

4) Good of the Order:

5) Future Agenda items

- March – draft budget review
- Dave to come to board with programmatic information and recommendation for board approval – Master’s program
- Dave to meet with Tom/Chris re: capital improvements

- Dave will reach out to “as built” resources to create drawings for architects to give us the technical details in order to be able to understand architectural options. Asked to consider resources used by Sleepy Hollow and others in discussion. Estimated cost \$6K to \$10K.

6) Review of Action Items: (go forward)

- Carolyn/Colleen to figure out where to post on site
 - i) Colleen to send final minutes to Carolyn
- Dave to write up program recommendations Masters and submit to board
- Dave/Caitlin to follow up on when first paychecks have to be issued and advise Wendy
- Carolyn will check into towels and bigger garbage bin, commercial grade and locker like option
- Colleen to check old loan docs for title
- Colleen to ask Ken to distribute financial by at least 3 days prior to board mtg
- Operations lead
 - i) Dave to advise board by Sunday 3/2
 - ii) Needs to be a 2 person job - Colleen to ask Terry if interested in asst ops lead
- CSV file of entire membership: Caitlin to send to Dave who will distribute by 3/3 to board
- Dave will remove old key card when he installs new one

7) Next Meeting: Next Meeting: Tuesday, March 11, 2014 7pm – 9pm Roundtable Pizza

- Decided to move from March 25th due to conflict with fit party and with number of outstanding opening items which need action

8) Close Meeting: Adjourn 9:15pm