

**Sun Valley Swimming Pool Association
Monthly Board Meeting
3675 Mt. Diablo Blvd., Room 265, Lafayette
February 9, 2010
7:30 pm – 9:30 pm**

Approved Minutes

Call to Order – President (7:37 p.m.)

Roll Call – Recording Secretary

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|---|---------------------------------------|
| ✓ President – Michael Davis | ✓ Lifeguards – Pat Hennessy |
| ✓ Membership – Trish Van Ormer | ✓ Water Quality/Personnel & Safety |
| ✓ Treasurer – Matt Broback | <input type="checkbox"/> Dave Ridge |
| ✓ Rules/Gate Duty – Pat Ketcham | ✓ Clayton Ross |
| ✓ Financial Secretary – Andrea Cochran | <input type="checkbox"/> Chris MacKay |
| ✓ Corresponding Secretary – Sharon Mueller | ✓ Maintenance |
| ✓ Recording Secretary – Lisa Ross | ✓ Lisa Martin |
| ✓ Long Term Financial Planning – John Goddard | ✓ Jason McNally |
| ✓ Swim Team – Bob Wash | |

1) Approval of Current Agenda and the Minutes from the 1-12-10 Board Meeting

- a) Approved current agenda and minutes from 1/12/10 board meeting.

2) Unfinished Business

- a) Lifeguard Training and Certification Classes
- i) Action item: In response to the request for scheduling lifeguard CPR and first aid certification sessions, the board decided to take no action unless the session included lifeguard certification in addition to First Aid and CPR. Lifeguard chair will investigate rules surrounding certification. Possible interest in having coaches and/or parents do the training in early summer.
- b) Ethics Subcommittee
- i) No names submitted through recruiters. Clayton Ross is volunteering to serve on the committee. Board president will bring committee member names forward for a board vote at the March 2010 meeting.
- c) Opening Day Planning
- i) Board decided to staff opening day with a four-hour time period to collect any dues and pass out key cards. Recording secretary will coordinate discussion regarding four board members who will staff the event.
- d) Secretary Duties Update
- i) Recording Secretary: Agenda, Minutes, E-mail Address Updates in Constant Contact, Member Correspondence (until further notice), Monitor Board E-Mail Address (until further notice)
- ii) Corresponding Secretary: Web Site Updates
- (1) Web updates are underway. Agreed to keep 2009 swim team pages active for now, but will switch over to new 2010 swim team site once it's active.

3) Standard Monthly Reports

- a) Water Quality
- i) Discussion deferred to next month.
- b) Maintenance

- i) Nothing to report for Feb. 2010.
- c) Membership
 - i) As of February board meeting, 14 families will be leaving about 5 inquiries have arrived from potential new members (most of them are joint swim team/pool membership). Membership chair will also target potential members who contact pool in 2009 but decided not to join.
 - ii) Marketing brochure updates are underway. Advertising is underway. Saranap newsletter will be publishing an article about Sun Valley Pool. Referral program e-mail blast will be sent in the spring.
 - iii) Board will investigate the idea of a comedy night at the pool to help with recruiting and community building.

4) **New Business**

- a) Swim Team
 - i) Team Unify Update: Team Unify set-up and transition work is underway. Web site content and roster are being ported to new site (swimsunvalley.org). Merchant account is being created. New Communication module in Team Unify will replace Constant Contact. Swim team is on target to begin 2010 swim team registration in mid-March.
 - ii) Director and Codirector: Starting for 2010 season, the swim team will have a new codirector. Current director will primarily handle coaches and meets. New codirector will focus on parents' jobs, fundraising, and promotion.
 - iii) Coaches: Coaches all lined up for team season. Both lead coaches will be involved from pre-season onward.
 - iv) Spring Clinic: Schedule for Cal clinic overlaps with spring break; they may want to do a two-week clinic and drop the price from last year. Bob will forward the flyer once it's set.
- b) Financial
 - i) 2010 Budgets for SVSPA and SVST
 - (1) SVST budget: Stayed flat last year. Paying more for coaching this year, but offsetting by a small fee increase per child. Board approved budget as presented.
 - (2) SVSPA budget: Question about line item for maintenance for 2010. Board agreed to discuss the decks at March 2010 meeting because of risk. Board approved the budget as presented.
- c) Meeting Location
 - i) Board agreed to use personal residences for backup meeting location if usual city office location is not available.
- d) Mosaic mirrors have been donated to the pool by current member. Board approved that member will work with the Maintenance board members to investigate options for installation and move forward once an installation plan is agreed up with Maintenance.

5) **Good of the Order**

6) **Review of Action Items**

7) **Close Meeting (9:05 p.m.)**

Date: 2/2/10

Board position: Financial Secretary

Summary/Action taken:

Assisted in the assembly of the member packet
Ordered and received new key cards for the pool
Will install the new card reader

Pending items:

Get board@swimsunvalley.com e-mail id switched over to new contacts.
Need to provide a new keycard for the gardener.
Fine-tune dues tracking spreadsheet

Issues requiring board discussion/decision:

Communication to membership: