Woodbrooke March Board Meeting

Wednesday, 9, 2016

Starting time: 7:17 pm

Location: Henry’s office-32255 Northwestern Hwy, Suite 200 Farmington Hills, MI 48334

Attendance: Mark Brucki (Vice President), Leslie Baron (Secretary), Mike LaJoice (Facilities/Grounds), Michelle Bushey (Co-Swim Chair), Cheryl Macdonald (Co-Swim Chair) Stephanie Surowiec (Communications), Sue Shrosbree (Membership), Don Jozwiak (Tennis Chair), Henry Ilyasov (Treasurer)

Swim Report: Michelle and Cheryl

* Finalizing Spirit Wear before beginning registration
* Coaches Eric and Zach are coming back. Emma and Nicole are not returning. Jayson & Eric’s brother are going to replace Emma and Nicole.
* We are hosting the Farmington City Meet on 7/16/16. This is a 6 year rotation between the Farmington swim clubs. Cost to get in is $2. Cost per swimmer is $8 (not the home team.) This was agreed upon by the clubs and will continue for at least 3 years.
* Swimtopia is the system that handles the swim team communication and volunteers.
* They are trying to generate some cash for a new timing system. We could get more meets with better equipment. It should cost $3-$4,000. The ultimate goal is a scoreboard that the crowd could see. We can build our system in steps. We have to replace our starter which will cost about $900. Ours was broken and is misplaced.
* They might do a fundraiser like a swim a thon on 6/24/16.

Tennis Report: Don

* Last year we had 52 players, this year we expect 75.
* The Board voted to not offer tennis memberships this year because of the larger numbers.
* Don plans to charge a $10 penalty for signing up late to encourage early registration.
* Marimar is returning as head coach. She is paid $7,000. She has 2 assistants who have been paid $1,000. With so many kids, Marimar is suggesting an additional coach who is a step above the usual assistants. We might get interns from Ferris or we might have to pay this person a bit more than the other assistants.
* Don is trying to hold our 2 home matches at NFHS. This would be good because we can have many matches at the same time.
* We have 2 open dates in our schedule due to Kendallwood closing. Don is filling them with a scrimmage with Oakpoint from Brighton. The second opening might be filled with the in house tournament.

Communication: Stephanie

* On Facebook, because we are a business, we can’t “push” our notifications without a charge. Stephanie asked that we “like” posts on there so they become more visible.
* Stephanie found 10 picnic tables at Costco for $1,600. We didn’t decide to buy them at this point. She also found sun shades for $20 as well as some wireless speakers.
* We discussed the due dates on summer due payments. The date in the by-laws is April 1. At that point a $25 late fee kicks in. We have a bit of an issue with the Kendallwood bonds. Many haven’t paid in full so they are approaching default before they are even owned. The question is at what point do these people forfeit their non-refundable deposit on their bond?

Manager: Charlie

* Hiring staff.
* People are already booking the pavilion
* Mike and Charlie are working on resurfacing of pool targeted for late April. It’s a timing game. We don’t want it to be done too early because we have to open the pool early. It’s costly to have the pool open before we need it.

Vice President (Mark)

* Working on insurance
* Package is $4500.00-esoft (Big Torpedo-$1260.00), web host (1000.00) , web page, training (training), computers, swipe, monthly reoccurring fee
* of this, $1620.00 reoccurring fees per year
* offset cost by eliminating $25.00 off fees if paid by January
* Vote passed by majority of board members

Facilities and Ground (Mike)

* MUST DO early Spring

1) Slab and fence for the garbage bin estimated $5000.00

2) Resurfacing of 1/3 shallow end of pool $23, 078

* Next up-Women’s bathroom-esthetic appearance
* Will get quotes about different aspects of the both (men and women) and separate locker rooms (floors, walls, lockers, fixtures, plumbing)
* After this, roof re-tar and fence mending

Treasurer (Henry)

* Esoft-version $1200/year with the web-could potentially add to or replace Swimtopia
* Esoft System will be implemented this year-

Meeting Adjourned: 9:17 pm

**March 11, 2016 Email Recap:**

Thanks for everyone's active participation in Wednesday's meeting. Below is a recap of our Budget Decisions along with a spreadsheet that Henry updated. Let us know if there are any other items to include or modify. All the best,

Mark

**Recap**Confirmed 39 Club-owned Bonds were sold yielding $27,300 - half of which has been collected = $13,650

Confirmed 47 $100 Bond Transfer Fee of $4700

Bond Sale Proceeds: $32000  
Bond Sale in Budget: $7000  
Increase thus far: $25000

Budgeted Operating Cash Flow was ($26,500) which is reduced to ($1500) due to the Revenue Increase thus Far.

Approved $1000 for new Starter/Timer Horn that has gone missing

Approved $5000 for Garbage Bin cement slab and fence.

Approved up to $4500 for eSoft implementation:  
$1260 'Torpedo' Package  
$1000 Web page build out connected to eSoft  
$500 Training Fee  
$360 Website Hosting   
$1000 Computers (2)  
$TBD POS Swipe Machine

This takes our Operating Cash Flow to ($12,000) vs ($26,500) budgeted.

Approved $1620 Annual Amount: (beginning in 2017)  
$1260 eSoft Annual Fee  
$360 Website Hosting

Approved eliminating $25 Discount for early payment of Annual Dues beginning in 2017. Saves approx $4000 yr. Helps pay for eSoft.

Confirmed Budgeted Expense of $23,078 for 1/3 of the pool resurface (shallow end) and approved to proceed.

Women's Locker Room Quotes will be gathered to determine budget allocation of upto $20,000 as in the approved budget

Timer System Estimates to be gathered by next meeting with potential range of $3k - $15k

Swim fundraiser and Farmington Meet to help offset costs.

Potential increase in Tennis Coach salaries that Don is investigating due to increased number of players.