Woodbrooke Meeting

Wednesday, September 21, 2016

Starting time: 7:15 pm

Location: Nancy’s home

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

Minutes approved from August meeting

President: Nancy

* Passed out job descriptions for board to examine to create documentation for Woodbrooke
* Leslie-Life guards-return next meeting with job description-email to board members a week before the meeting
* Don-Manager/Assistant manager-return next meeting with job description
* Discussed cost comparison of other clubs-capacity of club and wages of life guards, manager, assistant manager
* Discussed wage increase at a certain point of the summer as incentive to stay through Labor Day. Sue suggested-retroactively honoring an August 1st thru Labor Day commitment increase for $1.00 or $2.00 per hour.
* Need to balance maintenance projects with improvement projects.
* Esoft-enables members to pay with credit card
* Incentive-
* MOTION-eliminate the early discount –voted and passed
* MOTION- increase the late fee to $50.00 as of April 2nd-voted and passed

Discussion of ByLaws:

* Article VIII Section 5E-Total expenditures for club improvements, exclusive to replacement of operating equipment, in excess of $10,000 (instead of $3000.00) in any calendar year, must be approved by a majority of the active members present at a Special or Annual Meeting duly constituted in accordance with Article VIII-Voted on by Board-passed
* Article VI Section 4 B-The Board of Trustees may delegate to the Pool and Grounds (remove the Pool and Grounds Chairperson or) to a responsible employee of the Club, the power to suspend pool privileges for the violation of the Club rules and Regulations provided such suspension does not exceed seven (7) days. Voted on by board-passed
* Article X Section 2-The pool and Grounds Committee shall exercise supervision over the pool and grounds, shall, under the direction of the Board of Trustees, attend to the improvements and maintenance of the pool, building, operations, and grounds (and shall see that the rules and regulations for the Club are enforced) eliminate this part. Voted on by Board-passed
* Article VI Section 2A-Candidates for membership must complete a membership application and (eliminate-and remit a nonrefundable $35.00 application fee) through the membership Chairperson…Voted on by Board-passed.

Positions up for Election-people up for election need to write a job description.

President is up (Nancy is running)

Ground and Facilities (Mike is out)

Secretary (Leslie is running)

Communications (Stephanie is running)

Tennis (Don is running)

Job descriptions to Leslie by Sunday-with a cc to Stephanie.

Ballots will be created once members declare their intent to run for a position.

Membership: Sue

* Club has 16 members on the sell list

Treasurer: Henry

* Presented Profit and Loss Prev Year Comparison
* To be discussed next time-Winter Utilities Bill
* Guest Fees were down this year-need to discuss Guest Fees for next year with new Manager

Facilities and Grounds: Mike

* Permit is pulled/posts are in
* Garbage bins need to be aligned
* We don’t need to do the 2nd zone
* Handy man is winterizing

Swim Membership: Cheryl and Michelle

* Discussion to host a Mini Meet-
* In 2019 we will host a City Meet

Future Business Discussion-

1. Job descriptions of Board Positions
2. Review of Woodbrooke Property Repairs and Renovation
3. Healthy bottom line-with room for improvement Need bid for re-figuring the electrical work for the main office area
4. Board positon that we need to be fiscally responsible-we will pay for it-when we can pay for it.
5. Quote for locker room renovation-$50,000 for both locker rooms. As soon as Mark gets back to him

Meeting Adjourned: 9:12 pm