

Woodbrooke March Board Meeting

Wednesday, March 14, 2018

Start Time: 7:00 pm

Meeting Adjourned: 8:50 pm

Attendance: Nancy Koziatek, Leslie Baron, Stephanie Surowiec, Rebecca Barens, Don Jozwiak, Greg Bushey, Cheryl MacDonald

- I. President (Nancy)
 - Minutes approved from last meeting
 - Discussion of Rules and Regulations
 - Guest Pass Policy passed with a 6-0 vote that Unused purchased guest passes will be refunded to the bond holder upon sale of the bond. Free guest passes earned for volunteering or given out as other incentive must be used by the original bondholder and are not transferable or saleable.
 - A Board member that leaves term early for any reason-can remain at club-pro-rated Dues
 - Need a Social Coordinator-Nancy would meet with person via phone/schedule of events/general budget-would work closely with Manager/perhaps person receives half Pavilion rental and Unlimited Guest Passes as compensation. Don suggested member-Chuck Hixson (?)

- Communications (Stephanie)
 - April 1st deadline \$50.00 late fee
 - Meeting tomorrow-hosting Website
 - Spent \$6.00 for a week boosting post (1500 looks)
 - \$50 Facebook ad

- Swim Chair (Cheryl)
 - Eric is not returning as head coach
 - Josh is returning (from being the assistant coach and will take over the Head Coach position)
 - 4 coaches-bring on a 5th helper (to help with 8 and under meets) to help with practice paid for time during practice.
 - Club Reserved for all our meets
 - B Finals-July 21' 2018 and Sunday rain date (will reserve Pavilion for Friday and Saturday-for set up prior to B Finals)
 - Need to decide what we can afford to pay for lessons-will look at other clubs, so that we are not overpaying or underpaying.

- One coach should be in charge of Swim Lessons (coordinating, lists, lesson plans)
- Sleepover for the Swim Team (?)
- New Co-Chair for Swim Erin Smith

- Treasurer (Rebecca)
 - Ooma phone received-
 - Started to switch money from Comerica to PNC
 - Approval to order life guard chairs-will be ordered

- Tennis (Don)
 - Website is updated-with dates on calendar
 - July 31st Tennis Banquet
 - August 3rd-Gold Club Championship
 - Marimar has hired one of the two assistant coaches/needs to fill one more spot.
 - No 4th club joining for this year

- Membership (Sue) sent in report
 - Welcome Snacks and Party (go over rules-welcome) will coordinate times with Cheryl. Small budget to serve lemonade and snack.
 - Bond Status:
 - Sold 6 bonds
 - waiting for checks for 3 approved applications.
 - Others in process- have 1 Club bond from last year for sale and 21 other bonds for sale.
 - I have sent out 11 additional applications.
 - Recommend that a reminder be sent out to membership to pay dues timely - it might increase sell list, but the sooner I get the defaults on the list, the better. Reminder of the late fees may be incentive to pay.

VIII. Manager (Kelly) sent in report

- Guard staff is in place for the season including 2 new guards
- Guard Stands-with tax and shipping the 3 stands will cost \$2446.00
<https://www.aquamator.com/products/lifeguard/lifeguard-chairs/aquamator-lifeguard-chair>

60in stand: \$\$849.00 (deep end stand)

50in stand: \$649.00 x 2

Shipping \$299.00 (which seems high but still a better deal than the other stands I have found)

- Planning on Guard Orientation- Saturday, May 19th in the morning
- Diedra is interested in running water aerobics throughout the summer on Wednesday evenings. There are 10 Wednesdays between the end of school and Labor Day not including July 4th. I would propose that we just charge a flat rate of 100.00 for the summer and they can come as they please. The club should definitely receive most of that money as Diedra will get her hourly rate while she teaches.
- What are a new hourly pay rates that I can pass along to the staff?

IX. Facilities/Grounds (Kevin) sent in report

- I have sent in our info to have Aquatic Source open our Pool at the end of April, so that is scheduled. I also asked them to get our diving board fastened to the new concrete and give us proposals for some other work (pump gasket replacement, thermometer, etc).
- Rebecca was ordering the new lifeguard stands, thanks to Kelly for doing the research on that.
- I am scheduling the plumber to snake out and camera the drain lines once the weather breaks and the water is turned on.
- Kelly is going to schedule the water turn on for mid-April.
- I will also get the electrician to add some plugs and lights in the storage/pump room, including working with Cheryl for the scoreboard plugs, as well as a couple low plugs for fans in the locker rooms. (any other electrical concerns??)
- The fence guy is finally coming out to finish what was started last year, as well as add a pole for the sun shade over the kiddie pool.
- At our next meeting, I would like to work with the board to develop a list of items matched with volunteer assistance and get a date scheduled. This includes shelving built in the pump storage shed, touch up painting, sun shade and Sunbrella installation, cleaning tennis courts, etc.