

WCSC Meeting Minutes May 1, 2017

In Attendance:

Frank Varrone, President

Bob Nolte, Swim Team Rep

Kim Champagne, Dive Team Rep

Danya Geckler, Member at Large

Dave Mogel, Facilities 1

Paul Walker, Membership

Joe McCampbell, Facilities 2

Ron Shapard, Treasurer

Meredith Long, Socials

Kelly Kotche, Communications

Phelps Prescott, Vice President

Kathi Brandt, Secretary

Arriving at 7: 15 pm and leaving at 8: 35 pm:

Candy Howerton, Front Desk Manager

Sydney Champagne, Front Desk Assistant Manager

Megan Geety, Snack Bar Manager

Called to order 6:55 pm

President

Frank called the meeting to order.

Frank updated the BODs on the pool's construction progress. The concrete has been poured and is dry. Progress is on schedule. Frank is in frequent contact with Winkler in regards to timelines and the pool opening.

Frank discussed the proposed Code of Conduct of Snack Bar Employees with Danya in regards to leave policy and would like a contact list of all snack bar employees. Danya will get that to Frank.

Soda company will be out this week to service the machine. Facilities will inquire about a service contract on the machines. Frank wants someone who can fix and service machines on weekends and holidays.

Tennis Coach is busy and business is going well. The coach is providing the pool a % of his lesson fee to offset the use of the tennis courts.

Ron and Frank will be meeting with the bank next month to inquire about refinancing the old mortgage and financing the new construction, including the dive well, which will occur Fall 2017.

Front Desk – Candy Howerton and Sydney Champagne

Candy introduced herself. Candy presented this year's staff numbers and hiring procedure to the BODs.

Candy reviewed and clarified standard operating procedures with the BODs including: pool hours, training, layout, pay date schedules, etc.

Candy inquired if another site license can be acquired, if needed, for the management software. Candy would like another lap top set up to help during busy times and weekends. Danya received the name and number of the company from Ron and will investigate what needs to be done.

Pictures of members will be taken at the Sport Registration, May 6, if the computer and camera are working. Candy and Danya will work out other dates and times to accommodate new pictures for all membership. Proof of Residence requirements will be strictly enforced this summer. Candy will also be requiring all members to prove current status. Minors will have to show a school record with an address and letterhead, medical bill, legal agreements, etc to prove residence. Adults will be able to show a valid government issued ID, utility bill, or credit card bill. Leases, library cards, and junk mail will not be accepted.

Dave will need the approximate number of employees to set up the time card management and sign in.

Frank discussed Social Media Policy with both managers. Managers will review policies at the training sessions.

Mail boxes in the back office will be used to relay papers, notices, etc to the BOD. Kathi will provide new labels for the mailboxes.

Frank stated that any employee, Front Desk or Snack Bar, can seek out a BOD or the pool manager if he/she encounters an uncomfortable situation with a member. Employees should not bear any conflict from a member.

Snack Bar – Megan Geety

Megan introduced herself to the BODs. Megan reviewed the Code of Conduct she had supplied to the BODs previously. The BODs discussed the leave policy and dress code. The dress code will be changed to add that cargo shorts, khakis are acceptable. No athletic/sports wear. The leave policy may be changed to allow a shorter amount of time to request time off.

Megan reviewed the addition and deletion of menu items. Confirmed which trash cans are the responsibility of the snack bar staff and which ones are the responsibility of the life guards.

Megan also reviewed and clarified operating procedures including: breakfast menu, training sessions, air fryer procedures, food service options, signing in, and food safety/allergies procedures.

Vice President

Phelps requested we hold an additional BOD meeting, Monday May 15, 2017 at WCSC at 6:00 pm. All are in favor.

Member at Large

No New Business not covered by Managers information

Socials

28 tables have been sold for the yard sale.

Meet/Greet between all pool staff and BOD will be Friday, May 26, 2017 at 6:00 pm.

Ice Cream Social is planned at the pool on Thursday, June 8 6 pm to 8 pm. June 9 is Teen/Tween night at the pool 9 pm. July 1, 2, and 3 are extended hours. Private parties are being booked.

Tennis program is going well. The pool is receiving 10% of lessons and will be extending that fee to all private lesson providers.

Meredith is looking for certified WSI to hold small group lessons in the 3 ft section of the pool in the mornings.

Dive

New scores for Championships will be posted on the CMDL website. Kim estimates that the pool will be able to open by 3:00 pm on July 30.

Dive team suits are staying the same this year.

Swim Team

Registration on Saturday, May 6 at the pool. Metro will be there to take orders and try on suits.

Saturday morning practices in June will be held.

Bob left the meeting at 7:30 pm

Facilities

New chairs (25), balls, net, speakers, and racquets have been ordered.

The ceiling fans in the snack bar will be replaced as well as new sockets. Sand and mulch is being delivered soon for the volleyball court and playground. New playground has been installed.

Joe presented and discussed with the BODs estimate to remove the big tree by the tennis courts.

Tennis fence also needs to be repaired.

Landscaper is set up and ready to go. Cameras are all functioning.

Frank is going to have Winkler clean all the chairs and tables to prepare for opening day.

Treasurer

No new business

Membership

All Annual Memberships are sold out. @83 on the waiting list as of today.

Paul reviewed paypal and bank statements.

Paul will have a membership table available on Saturday, May 6. Danya will help. Paul will be scheduling other dates to collect Annual Membership fees before the pool opening. HE will get those dates to Kelly so they can be posted on the website and Social Media.

Paul proposed that the BODS authorize an additional 15 Annual Memberships (\$650 each) to be offered on or after June 5, 2017. Phelps motioned, Kim second. All are in favor. BODs stipulated that these additional memberships are for one year only. This issue may be revisited next year.

Communications

Newsletter will be sent out soon highlighting the handbook link, policies, and membership fees due.

Kelly and Joe will have a proposal for the electronic sign to present at the next meeting.

Secretary

Paul motioned to approve April 2017 minutes. Frank second. All are in favor.

Next meeting will be Monday, May 15, 2017 at 6:00 p.m. at WCSC

Meeting adjourned at 9:20 pm.