

July 18, 2018

## **WCSC Meeting Minutes July 18, 2018**

Location: 1502 Annapolis Road, Odenton MD 21113

### **In Attendance:**

Frank Varrone, President

Robert Nolte, Swim Team Rep

Paul Walker, Vice President/Membership

Candy Howerton, Front Desk Manager

Beth Dy, Dive Team Rep

Kathi Brandt, Secretary

Jessica Salim, Socials

Shelli Stanley, Treasurer

Danya Geckler, Member at Large

### **1. Meeting called to order at 6:33 pm**

### **2. Managers' Reports**

After Managers' reports, Frank confirmed that Managers should attend the first meeting of the month during the season. Member at Large can report at the second meeting of the month.

#### **Snack Bar, Marci McElhaney**

Marci would like clarification for Saturday Swim Meets – food, menu, procedure, etc. Bob confirmed with Marci that the Swim Team will do Pizza. Marci will be offering a modified menu – no fryer during the meet. Snack Bar would like to do burgers and hot dogs. This will be discussed with Bob and confirmed before the meet. Perry's will be running the snack bar on Sunday, July 22 during the CMDL Diving Championships.

#### **Front Desk, Candy Howertown**

Candy informed the BOD that the swim/dive closet is full of items and it is hard to put the front desk away at night. She would like an area blocked off during the day, so employees know not to fill that space.

Candy and Mabel (asst. manager) are out next week. Schedule is full and employees have been instructed on policy/procedure. Candy did ask the BOD to keep an eye out on the desk and make sure all is well, especially Saturday July 28 as some staff will have longer hours than normal.

Computer at the Front Desk is on the fritz. It is slow and at times, won't run the software program as needed. A new computer will be needed soon if not before the end of the summer.

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Candy suggested a cooling fan for the laptop to try to solve some of the issues. Danya will get that for the front desk.

The BOD is not interested in having a ping pong table for the pool.

Candy presented some complaints from members that include the general cleanliness of the pool and pool areas. Candy presented some ideas for cleaning the party areas – Winkler is aware that the lifeguards are not cleaning as well as the pool needs.

Candy discussed helium tanks that were left in a party area.

Parties need to clean up their own area. Candy would like to hold license during the party until after the party to ensure clean up. BOD will be discussing later in the meeting.

*Candy and Marci left at 6:51 pm.*

### **3. Approval of Minutes**

July 2, 2018 minutes were reviewed. Corrections were discussed. Minutes will be corrected and disseminated to be voted on at the next meeting

### **4. Treasurer Report**

Shelli updated bank balance. Shelli still needs to go to the bank with Dave Mogel and Joe McCampbell to update the accounts.

Shelli passed out new reimbursement procedure. The purpose is to streamline the procedure as well as to minimize the time spent. Reimbursement forms are due by the 15<sup>th</sup> of each month. Reimbursement checks will be issued once a month.

Each credit card holder will have to sign an agreement acknowledging expected behavior with the card.

Tax liabilities are up to date.

Shelli questions about invoicing Winkler to repair fence around baby pool. Frank agreed. Shelli will work on an invoice.

### **5. Old Business**

a. Tennis Coach – Frank/Paul met with the Tennis Coach. Paul relayed concerns of the Tennis Coach's usage of the facilities, interactions with BOD, etc.

Paul was given a roster of students which listed 22/60 are swim club members.

However, the list is not accurate and needs to be updated with this season's membership list.

A contract was discussed to outline usage, fees, schedule of payments, and identify responsibilities of each party. Paul hopes to have a contract in place by August.

### **6. New Business**

- a. Social Director – reimbursement has already been processed.
- b. Diving Board – BOD discussed language of current handbook and signage by the diving boards. Paul motioned to revise the handbook to state, in section F. Safety, k. take out age 9 and over. Add Back dive to prohibited. New rule will read ***“During open swim, members are only permitted to perform front dives, including somersaults. Back, inward, reverse, or twisting dives are prohibited.”*** Bob seconds. 6 in favor, motion passed.
- c. Maintenance – Frank informed the BOD that the impellor on pump needs to be replaced. Winkler quoted a price of \$1575. BOD discussed price and other options. Frank informed the price of impellers at his employment and the cost was significantly more. Frank motioned that he be allowed to purchase impellor from Winkler, Dave second. All (6) in favor.
- d. Pavilion Rental Fee Deposit - \$50 deposit for party areas, \$75 for Pavilion. Kathi will work on a form to use.
- e. Tiki Bar Dates – BOD discussed dates and who would be willing to help work/set up/break down. July 20, July 21, July 27, and July 28.
- f. Adult swim – lifeguards need to enforce the 16 and over during Adult swim.
- g. Staff Appreciation Event – BOD would like to have a staff/BOD appreciation event at the end of the season open to staff, family members of staff/BOD. September 8, 7 pm – 10 pm.
- h. Chain of Command/Alcohol Policy – All BOD can ask any member with alcohol to dump. If member refuses, BOD can ask to leave and escalate consequences as necessary. All BOD will be supportive of any BOD decisions.
- i. Triathlon – Group wanted to schedule on September 16th but it is not possible because the pool will be closed for the season. Jessica will work with them to see if Sept 9, 6 am to noon will work. The group will have to schedule guards through Winkler.

## Director Reports

### Swim

Bob will need checks for upcoming meets. He confirmed which dates with Shelli. New computer is ready for the upcoming meet. Swim team has a winning record, 3:1, with one meet left this upcoming weekend.

### Dive

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Dive Team is undefeated this summer. Beth says it was a great season. Dive Team Party will be this Friday, 7/20 6 pm – 9pm. Beth would like to close the diving well to the team at 8. Frank concurs that it can close earlier if Beth wants. Divers who are attending Teen Night following the party will be paid by the Dive Team.

CMDL Championships are this Sunday. Beth will need help setting up. Guards can help clear the deck after Family Swim Night, the night before.

Perry's Restaurant would like to set up Saturday night as well.

Lifeguards are to be scheduled for Championship.

The CMDL Vice President would like if certain areas can be power washed. Diving Boards and Snack Bar area can be power washed before Sunday. CMDL may reimburse the pool for lifeguards during the meet.

Beth will need a check for Championships from Shelli. They will work it out.

## **Facilities**

Handicapped lift is running. Charge box is in facilities box if needed for battery.

Pest control will be at the pool later this week.

Dave is waiting to get the old cover sent out to get a quote for a new cover. The company has a waitlist and does not want the cover just yet. It will take 2/3 weeks once cover is sent out.

## **Socials**

Jessica will have movie night at 8:30 pm tomorrow. Jessica needs help setting up.

Member Dinner/Election day – Jessica would like to have moon bounce/carnival set ups and a DJ. BOD liked these suggestions.

## **Member at Large**

Danya has a light staff week coming up due to numerous vacations. Snack bar had one termination due to performance but has hired a new employee.

Additional training with Paul and Shelli will occur this week to help with inconsistencies of cash accounting procedures.

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## **Communications – N/A**

## **Membership**

There has been one forfeiture this season. @100 people still on the waiting list.

*Next meeting will be held Tuesday, August 7 at 6:30 pm at WCSC. Paul motioned for meeting to adjourn, Frank second. Meeting adjourned at 8:43 pm.*