

WCSC Meeting Minutes September 5, 2018

Location: Grotto's Pizza, 2404 Brandermill Road, Gambrills, MD 21054

In Attendance:

Frank Varrone, President

Joe McCampbell, Facilities

Craig Bouchard, incoming President

Kelly Kotche, Communications

Paul Walker, Vice
President/Membership

Danya Geckler, Member at Large

Kathi Brandt, Secretary

Beth Dy, Dive Team Rep

Shelli Stanley, Treasurer

Candy Howerton, Front Desk Manager

Marci McElhaney, Snack Bar Manager

**Secretary Candidates attended the meeting 6:39 pm – 7:05 pm*

1. Meeting called to order at 6:39 pm.
2. Secretary
 - a. BOD interviewed two candidates separately. BOD discussed role of Secretary and asked candidates questions individually. After interviews, BOD discussed each candidate. After a 3-2 vote, Michelle Colin is voted in as new secretary, effective October 1. BOD called both candidates in and thanked both for time and willingness to serve on the Board.

**Michele Colin joined the meeting to observe at 7: 05 pm.*

- b. Paul passed out Code of Ethics statement for Craig Bouchard and Michelle Colin to sign. Forms were collected and given to Kathi Brandt.
3. Manager's Reports
 - a. Front Desk – Candy feels her staff finished the season strong. Candy has a list of items she would like to present to the BOD. Candy will give the list to Danya. Candy shared that the pool had over 1000 guests this season. None hit the 20-visit mark.
Front Desk laptop will need to be replaced before the beginning of the season. The current laptop could be used a back up as long it doesn't run a lot of programs.
Candy left at 7:19 pm.
 - b. Snack Bar – Marci arrived at the meeting at 7:20 pm.

Freezers are empty. Marci briefly discussed options for Taco Pockets for next season. The Health Inspector provided feedback after the inspection. Marci discussed staffing needs of this season and future possibilities. Joe let Marci know that the sodas in the back need to be sold. Marci expressed interest in returning next season.

Marci left at 7:32 pm.

4. Approval of Minutes

Paul motioned to approve 8/5/18 minutes, with the correction in attendance. Frank second. 4 approve, 1 abstain.

5. Treasurer's Report

Shelli passed out the Treasurer's Report. BOD reviewed her report. Taxes and Vendors are current.

Shelli reviewed the loss of the Snack Bar. Shelli presented areas which need to be addressed and discussed, including utilizing a seasonal minimum wage next year for all new employees, buying supplies from a wholesale vendor, staffing appropriately, and increasing snack bar prices.

6. Old Business

a. Treasurer – Frank motions that Shelli Stanley be voted in as Treasurer. Joe seconds. All are in favor.

Member at Large – Frank motions that Danya Geckler be voted in as Member at Large. Joe seconds. All are in favor.

b. Pool Cover – Cover has been ordered and should arrive mid-October. Frank discussed the warranty and installation.

7. New Business

a. Strategic Plan, Prioritization, etc. – The BOD discussed how we do not have a strategic plan nor prioritization amongst the directors. All Directors agreed we need to have a plan. A 2, 5, and 10- year plan is advisable for each area of the pool. Joe will work on an equipment list for Facilities, other areas can be added throughout the off season.

Paul will work on creating a list/form to use as a Capital project list.

b. BOD portraits – Shelli shared information regarding headshots that could be used and placed at the entrance of the pool. BOD discussed. BOD will not be going forward with this idea at this time.

c. Meeting Schedule – BOD would like to alternate meeting dates, First Monday and First Tuesday of each month as possible. Next meeting will be Tues, October 9 at 6:30 pm. Location to be determined. Several BOD will look into other venues as a possible permanent meeting location.

- d. Staff Appreciation Event – Saturday, September 8, 2018. 7 pm – 10 pm. Staff and their families will be invited. Paul motioned for a budget of \$600 for the event. Joe second. All are in favor.
- e. Yard Sale – Kelly is going to organize the fall yard sale.
- f. Duvall Produce – Duvall would like to come back. Frank and Paul have tentatively agreed upon \$750 a month from Late September through December 2018. Written agreement will be issued. Payments will preferably be by check or cash, with a receipt only.
Duvall will need water through October. Duvall will use the same footprint on the parking lot as before.

8. Directors Reports

- a. Swim – N/A
- b. Dive – N/A
- c. Facilities – Joe reported on the pool inspection and reviewed items that need to be completed.
White coat is coming up in the diving well. New white coat in the shallow end is cracking. Joe will be getting bids for repairs to the Baby Pool and Dive Well. Joe also brought up that Winkler has not addressed the punch list repairs that were either not completed or not completed satisfactorily before this season began. Frank will reach out to Doug Winkler and CC Joe McCampbell and Craig Bouchard in the emails.
Joe discussed upcoming expenditures.
Joe presented to the BOD that an Assistant Manager’s phone was damaged by a member at the pool. It was damaged during the course of normal business for the manager and was an accident. Joe would like the pool to reimburse the manager for the damage. Joe motioned that the pool should reimburse the manager \$179 for the damaged phone. Frank second. 3 are in favor, 2 abstain.
Pool will reimburse the manager.
- d. Member at Large – N/A
- e. Communications – N/A
- f. Membership – N/A

9. President

Frank thanked the BOD for all their hard work and for sticking together during some trying times the past year. Frank appreciates everyone.

Next meeting will be October 9, 2018 at 6:30 pm, Location to be determined.

Frank motioned for meeting to be adjourned at 8:56 pm. Joe second.