Monday, August 21, 2023

6:00 PM - 7:30 PM

Skyline Pool

2901 Skyline Drive

**2023 Board Members**

Jim Burns

Claire Jose’ - Absent

Leslie Coppola

Gary Laudeman

Bill Davis - Absent

Emily Koss

Kevin Brainard

Melissa Bundy

Ron Deptula

Sara Walker

Angela Gilbert

**Agenda:**

* Review and approve July meeting minutes
  + Approved

**Round Table:**

* Jim Burns – President
  + Pet/service dog policy
    - We need to let in a service dog; we do not need to let in an emotional support dog
    - Dog does not need to be marked or leashed
  + Survey results and new age restriction policy
    - 12 is minimum age to come without an adult
    - 16 is minimum age to bring a non-member guest or be responsible for younger siblings
    - Add a consent form on member splash that parents will need to sign acknowledging the changes to the age policy
* Bill Davis – Vice President
  + - Staff exit interviews need to be conducted between now and September meeting
    - Send all staff a survey monkey with questions; allow them to be anonymous if they want
    - List each manager separately and allow staff to give honest feedback
    - Jim will touch base with Bill before this is sent out to everyone
    - Should we send managers different questions?
    - Include an option if they want to discuss some of their responses or thoughts over phone/in-person
* Melissa Bundy – Accountant/Finance
  + Financial Update
    - Total money in $175,880.76
    - Net: $74,395.90
    - Invoice for Gary for $1,200
    - Approximate current net: $69,500
    - Snack shack totals:
      * Brought in: $38,118
      * Cost of goods: $15,400
    - Meeting with Candy next Wednesday
* Kevin Brainard – New Membership
* Ron Deptula – Bond/Current membership
  + - Add Extended Guest Passes to guest rules and regulations:
      * Will be dated for a specific week when purchased
      * Will include guests such as nannies/babysitters, grandparents, mother’s helpers, out of town guests, etc.
    - Fridge in snack shack broke earlier in the month
      * Was repaired but will need to be replaced next season probably
      * A used one could cost $2000+
    - Pepsi or Coke will provide us with everything we need if we choose to go with fountain sodas with the exception of the syrups
      * Will need an ice machine of sorts to go this route
      * If we choose to go with canned sodas, they will provide us with a fridge, but we will have to get supplies threw them and it will cost more
    - Wants to have regular meetings with the snack shack employees to reiterate taking inventory correctly, etc.
    - Want to hire earlier next year so we have time to go over policies with them
    - Questions have been brought up about payroll; we are going to address issues
    - Tempering ordering for the shack since the season is coming to a close
* Angela Gilbert – Social/Food/Fundraising
* Outcome of Family Fun Night:
  + - We brought in $922 + $241 from Venmo
    - Spent about $400
* Employee handbook:
  + - Wants to make an employee handbook for next year; Melissa has a template will work with Angela
    - Will go over with guards and snack shack before season and they will need to sign
    - Will outline any disciplinary actions as well
* Take-over with Anthony Coal Fire in the making
* Bonfires in the fall
* Movie night in the fall – possibly purchase the screen
* Gary Laudeman – Grounds/snack shack
  + Bathroom updates:
    - One company wants to build a wall to hide the plumbing; $7200
    - One wants to leave plumbing exposed; $2100
  + Pool closing procedure
    - Make an organizational plan for putting stuff away
    - Closing day is not the best day for this in terms of things getting organized; should probably wait about a week
  + Purging the shed
    - Need a new chest freezer for the shed area; will purchase before next season
    - Delmarva will give a credit for the freezer equipment as long as it works
  + Need new flags for flagpole
  + Need to order new loungers (about 10) and some new picnic tables for the pool deck
    - Will revisit for next year once we have more accurate financials
* Coping and tiling will need to be revisited
* Need to rekey the locks on the grounds
  + - May be able to get a grant
* Leslie Coppola – Swim Team Relations
* Sara Walker – IT/Communication
  + - Sign up for end of year clean up; Friday evening and Saturday day
    - Will work on revising rules and regulations
* Claire Jose’ – Snack Shack
* Emily Koss – Secretary
  + Number of lifeguards on duty & placement
    - Guards not paying attention
    - No guard at top of slide while children and a GUARD were using the slide
    - One guard on the stand
* Next meeting September 26th at 6:00 pm at pool weather dependent