

# FANNY CHAPMAN BOARD OF MANAGERS

## MINUTES OF THE MEETING

*April 22, 2019*

### I. **Call to order**

Robert O'Reilly called to order the regular meeting of the Fanny Chapman Pool Board at 7:05 pm on April 22, 2019 at Doylestown Boro Hall.

### II. **Roll call**

In attendance, Robert O'Reilly, Emily Heaps, Kevin McCann, Christine Harrison, Ed Walsh, Tom Kane, Bob Shaffer. Also present: Pool Manager Jim Foster and Borough Liaison Caroline Brinker.

(absent: Gary Mincieli, Joyce Plummer, Swim Team Parent Liaison Heather Yim)

Board reviewed the minutes from the last meeting. The minutes were approved as read, Tom Kane (1<sup>st</sup>), Christine Harrison (2<sup>nd</sup>).

### III. **COMMITTEE REPORTS**

**1. Finance:** Approval of expenditures. Christine Harrison (1<sup>st</sup>), Ed Walsh (2<sup>nd</sup>). Budget in line with expectations YTD.

**2. Operations:** Facilities Emergency Action Plan (EAP) has been drafted and approved by the board.

The board approved installation of battery operated back up lights for the locker rooms, offering armed assailant training for guards and responder training for managers in support of the Emergency Action

plan. Emily Heaps (1<sup>st</sup>), Christine Harrison ( 2<sup>nd</sup>).

**3. Programs:** Nothing to report

**4. Personnel:** All positions are almost filled. Need to identify 5 more swim instructors and a Diving coach. The season can commence with no impact to operations based on these vacancies.

**5. Publicity/Marketing:** Ads are currently running in Clipper Magazine and an ad with a supporting editorial on the history of Fanny Chapman will run in the Observer magazine in May and an additional ad in the June Observer addition. The pool now has the ability to text all members in case of closures.

**6. Long Range Planning:** Approved to gather pricing to construct a Family changing room, restroom and shower with handicap accessibility to the pool facility. Christine Harrison (1<sup>st</sup>), Tom Kane (2<sup>nd</sup>)

**7. Membership/Rules:** Standardized submission form for requests for membership assistance. Approval will be determined on case-by-case basis if within scope of membership assistance.

IV. **Pool Manager's Report:** Jim Foster provided an update on registrations and staff applications as well as readiness of facilities for 2019 season.

Request submitted to paint stucco retaining wall around toddler pool, to repair leak in basement, and to replace exhaust fan in boy's locker room. (Approved)

V. **Swim team parents:** No report

VI. **New Business:** None

VII. **Old Business:** None

- VIII. **Correspondence:** Any requests for membership assistance submitted to date will be reviewed at May 20<sup>th</sup> meeting.
- IX. **Public Comment:** None
- X. **Executive Session:** None
- XI. **Adjournment:** Tom Kane (1<sup>st</sup>) Christine Harrison (2<sup>nd</sup>). All in favor.  
Adjourned meeting at 8:20 pm.  
Next meeting is May 20, 2019 at 7:00PM at the pool complex.

Respectfully submitted  
Emily Heaps, Vice Chair