

FANNY CHAPMAN BOARD OF MANAGERS

MINUTES OF THE MEETING

August 26, 2019

I. **Call to order**

Christine Harrison called to order the regular meeting of the Fanny Chapman Board at 7:03 pm on August 26, 2019 at Fanny Chapman pools.

II. **Roll call**

In attendance, Emily Heaps, Christine Harrison, Ed Walsh, Tom Kane, Bob O'Reilly, Kevin McCann. Also present: Pool Manager Jim Foster, Swim team Parent Liaison Heather Yim, Borough Liaison Beverly Walton (absent Bob Shaffer, Gary Mincieli, Joyce Plummer)

Board reviewed the minutes from the last meeting. The minutes were approved as read, Christine Harrison (1st), Ed Walsh (2nd).

III. **COMMITTEE REPORTS**

1. Finance: Approval of expenditures. Ed Walsh (1st), Kevin McCann (2nd). Budget in line with expectations YTD.

2. Operations: NTR

3. Programs: Conducted for the first time additional Swim and Diving clinics post official end date of Lesson program in August to provide additional support to those interested. Due to high attendance, Fanny Chapman was able to cover expenses from the Harrison Fund while adding additional monies to the Fund. The Board recommended to continue the clinics next season. No additional items to report.

4. Personnel: Current Swim Lesson Coordinators will not be returning next season. We have interest for these roles by several strong candidates that the board will interview in the coming months..

5. Publicity/Marketing: NTR

6. Long Range Planning: CAD plans were developed for the construction of a Family changing room, restroom and shower with handicap accessibility to the pool facility. Board approved to send plans out for Request for Proposal to finalize drawings in adherence to engineering guidelines for new construction. (Christine Harrison (1st), Kevin McCann (2nd))

7. Membership/Rules: NTR

IV. **Pool Manager's Report:** Jim Foster provided an update on registrations and guest passes. Overall we are in alignment to last season memberships with Family slightly higher and Swim Team memberships slightly lower. Guest passes are however, significantly higher than last year tracking at ~3979 compared to ~3257 in 2018. Since we capture their email address at time of sale for Guest Passes we will be able to target them next season as part of our Marketing efforts. .

Health Department inspections had a 100% passing.

Fido Float is planned for September 7th.

V. **Swim team parents:** Heather Yim will conclude her role as Parent Liaison this year.

VI. **New Business:** Request to submit gift basket to be auctioned at the Mercer Museum Cocktails at the Castle in October. (Board Approved).

VII. **Old Business:** NTR

VIII. **Correspondence:** Board approved the following (Christine Harrison (1st), Tom Kane (2nd))

- a. Christine Lafferty - Membership refunded due to medical emergency that prohibited swimming.
- b. Chad & Jessica Evans - Membership shifted to next year membership for a family that was unable to attend due to premature birth of their child.
- c. Approved gift basket for Central Bucks Regional Police Foundation for a raffle.
- d. Melissa Chizik - Request for additional information to assess request for refund of lesson payment.

IX. **Public Comment:** None

X. **Executive Session:** None

XI. **Adjournment:** Emily Heaps (1st) Bob O'Reilly (2nd). All in favor.

Adjourned meeting at 7:45 pm.

Next meeting is September 23, 2019 at 7:00PM at the Borough Hall.

Respectfully submitted

Emily Heaps, Vice Chair