

**FANNY CHAPMAN BOARD OF MANAGERS
MINUTES OF THE MEETING
JANUARY 22, 2024**

Present at the meeting were Rebecca Masters, Dave Ricci, Rob Purdy, Ed Walsh, Lori Howard, Brian Lange, and Alan Krach. Also present were Caroline Brinker, Doylestown Borough Liaison and Pool Manager Drew Sterner. Absent was Amy Parenti.

The meeting was called to order by Alan who asked for nominations for Chairperson of the Board. Dave nominated Brian, there were no other nominations and Brian was elected Chairman unanimously. Alan asked for nominations for Vice-Chairperson of the Board, Ed nominated Alan, there were no other nominations, and Alan was elected Vice-Chairman unanimously.

Brian took over the helm of the Board.

APPROVAL OF THE MINUTES

The minutes of the November 27, 2023 meeting were reviewed. Lori made a motion to approve the minutes, the motion was seconded by Ed, and the minutes were approved unanimously.

FINANCE - Alan & Brian

The Board reviewed invoices totaling \$2,474.15. Alan noted all invoices were for routine expenses except for the \$1,464.00 which was the 50% deposit for upgrades for the pool's WIFI, an expense which had been approved for in the new 2024 Pool Budget. Alan made a motion to approve payment of the invoices, the motion was seconded by Becki, and the motion was approved unanimously.

OPERATIONS - ALAN & ROB

Rob reviewed his draft proposal for a Code of Conduct for the Fanny Chapman Board of Managers. Caroline explained as written the paragraph below line item #12 is not correct as it reads censure, suspension or removal from the Board will be determined by the Board of Managers, she noted that only the Doylestown Borough Council had the authority to remove a member of the Board of Managers. It was determined the Code of Conduct needs some additional thought, Caroline indicated there was no rush approve the Code of Conduct, and should it be approved it would be reviewed by the Borough's Solicitor and Borough Council before it could go into effect.

PROGRAMS - LORI & BECKI

The committee had nothing to report as the pool remains shut down and in hibernation for the winter.

PERSONNEL - ROB & ED

Drew informed the Board that he was in the initial stage of sending out employment

applications for the upcoming season.

Caroline raised the question brought up at the last meeting of the Registrar and the Meet Coordinator. At the last meeting Sherry had suggested that both roles could be done by the same individual. After discussion, the Board decided to keep both roles separate. Drew told the Board he would explore the position of Meet Coordinator with a couple of possibilities.

After discussion, the Board decided to make a change in how the Registrar will be paid, traditionally it has been paid on an hourly basis, it was decided unanimously that it should now be a salaried position, getting paid what had been paid in recent years with the Borough's 3% increase.

Brian informed the Board that the next Swim and Dive Parents' meeting would be held on the 29th in the large room at the library at 6:30 P.M. and informed Board members that they could attend if they had any interest.

Caroline reported that the Board has one vacancy currently and Borough Council received three letters of interest in the position, interviewed and an appointment would be made on January 22.

PUBLICITY/MARKETING - AMY & DAVE

Dave indicated that he agreed with Amy that the Pool was not getting much in return from Gary's (MProven) data, and in fact, it does not have access to past data. It was agreed that the Board would not renew Gary's contract this year, and then reevaluate at the end of the season to determine whether or not to his services would be needed in the future.

Dave indicated that in recent years the Board took advertisements in The Cardinal, Clipper Magazine and the Observer, advertising in March and April. The Board agreed to authorize placing advertisements again this year.

Rob indicated the Board should look into using Facebook, TikTok, Snapchat, and Instagram in the future as a possible alternative to placing advertisements. Caroline suggested that Drew touch basis with Caitlin Hernandez in the Borough Office in regard to the use of social media to get the Pool's message out.

LONG RANGE PLANNING - ALAN

Alan indicated the wish list of projects continues to include the construction of a possible swale at the top of the upper pool to divert run-off following heavy rains, the resurfacing of the floor of the original pool, the replacement of the gutter system around the original pool, the repainting or replacement of the flag pole, the addition of a lane to the upper pool, and the construction of seating, perhaps benches, into the hill above the upper pool.

Alan suggests the committee discuss with Drew his suggestions on prioritizing future projects after the pool opens this season. In the past, Drew and the Board believed resurfacing the

shallow end of the original pool should be completed before the 100th anniversary celebration, he cautioned that project could be expensive, however it needs to be done.

MEMBERSHIP/RULES - ED & BECKI

No activity as the pool remains in hibernation.

100TH ANNIVERSARY CELEBRATION - ROB, AMY, BECKI & ALAN

Rob reported he plans to hold another meeting of the committee early in February and he will have an update at the February Board meeting.

POOL MANAGER'S REPORT - DREW

Drew presented draft copies of 2024 documents including the newsletter, an update of the 2023 rules, the membership application, swim team documents and swim lesson brochure. Drew asked for guidance regarding group requests to visit the pool. Drew informed the Board that traditionally the request made from Mount Carmel has been permitted, it was in part a thank you for the Pool being allowed to use their parking lot during meets.

Drew presented a second season proposal for the US Masters Swimming at Fanny Chapman from Kevin McCann. The proposal included maintaining the same hours as in 2023, Monday and Wednesday from 6 to 7 P.M., and not to add an on-deck coach. No additional fee except a pool membership, however a \$50.00 might be assessed in the future, noting that the Y charges \$100.00 for their Masters program. Kevin reported last year 40 swimmers participated in the program and that it should be capped at 50.

Drew reported that there is no membership fee increase this year, but the guest fee would increase.

Drew reported he had sent out staffing emails to last summer's potential returning staff, he noted he anticipates a staff of between 45 to 50 swim instructors, and a life guard staff of around 55. Drew explained that last year he only had 8 full time lifeguards as staff these days value their spare time and are involved in activities outside of the pool.

Drew indicated that last year's Assistant Manager was not returning, however he anticipates being able to fill the position, he will have an update at a future Board meeting.

Drew confirmed that Thompson Networks had been contracted to upgrade the Pool's WIFI system, a new 3-meter diving board had been ordered, new furniture had been ordered, and a quote to replace concrete near the diving pool bleachers needs to be obtained.

Drew presented copies of estimates for Don Kelly's preseason work and materials which had been included in the 2024 budget. Drew also presented copies of the Pool's employment application and membership application.

SWIM AND DIVE TEAM PARENTS' REPORT - SHERRY

There was no report.

CORRESPONDENCE

There was none.

OLD/NEW BUSINESS

There was none.

EXECUTIVE SESSION

There was none.

ADJOURNMENT

Alan made a motion the meeting be adjourned, Lori seconded the motion, and the motion was approved unanimously at 8:00 P.M.

Respectfully Submitted

In the Memory of Mark Kolman

FC Board Member
Pool Manager
Swim Coach