

**FANNY CHAPMAN BOARD OF MANAGERS  
MINUTES OF THE MEETING  
JANUARY 23, 2023**

The meeting was called to order by Bob Shaffer at 7:00 P.M. Present at the meeting were Bob Shaffer, Ed Walsh, Brian Lange, Lori Howard, Robert Purdy, Amy Parenti, and Alan Krach. Also present were Doylestown Borough Liaison, Caroline Brinker, Student Member, Mason Lange, Pool Manager, Drew Sterner with Jim Foster, and Kim Sterner. Swim Team Parents were represented by Sherry Petrakis via zoom.

APPROVAL OF MINUTES

The minutes of the November 28, 2022 meeting were reviewed, Lori made a motion to approve the minutes, the motion was seconded by Brian, and the minutes were approved unanimously.

FINANCE - AL & BRIAN

The Board reviewed invoices totaling \$4,048.69. Al noted the invoices were for routine expenses apart from \$3,212.46 which was for Gilmore & Associates for their oversight of concrete repairs involved with the diving pool. Al made a motion to approve the payment of the invoices, the motion was seconded by Ed, and the motion was approved unanimously.

OPERATIONS - AL & ROB

Caroline informed the Board that the work by Coordinated Systems Consulting, Inc. was substantially complete. Bob, Drew and Jim reported that they had completed a walk-through of the diving pool work area and reported some questions that they wanted to be addressed before final payment was made to the contractor. Bob indicated that they found the work area very dirty, specifically there was dust throughout the mechanical room. Bob indicated they were particularly concerned with the dust in and around the pump and motor areas, it was their belief that more attention should have been paid to covering those areas with plastic sheeting prior to the start of the work. Their real concern is of how the dust will affect the functioning of those motors once they are started up in the spring long after the contractor will be gone. Bob suggested that final payment be withheld until it can be ascertained that the dust has not damaged the motors, pumps, electrical room and other sensitive equipment in the work area. Caroline indicated that Jim Dougherty from Gilmore and Associates, Inc. was currently attending the Borough Council meeting, but he would stop in to answer any questions from the Board when that meeting concludes. Jim indicated that Coordinated Systems Consulting, Inc. had cleaned the area twice, but he, Bob and Drew were not satisfied with their efforts. Bob was concerned that the pool not be left at risk should the dust in question be shown to have damaged pool equipment in the spring when it is started up.

The Board reviewed a proposal from Painter's Touch to prepare and apply two coats of elastomeric coating on the three stucco walls around the basement pump building and on three

exterior doors and frames. Jim indicated the walls would be pressure washed to clean off dirt and mildew prior to applying the coating. The estimate to complete the work was \$4,000.00. Alan made a motion to accept Painter's Touch's proposal, the motion was seconded by Amy, and the motion was approved unanimously.

The Board reviewed another proposal from Painter's Touch to prepare surfaces and to paint the walls and ceilings of the interior pump room, the areas affected by the recent diving pool concrete repairs. The Board discussed the proposal, there were questions in regard to when the work could start depending of the final acceptance of the diving pool concrete work, the cost of the work, could the work be done prior to this start of this season, and whether or not the work was necessary now are could be put off for a year. It was decided that no decision was made regarding the proposal and that the issue would be brought up again at a future Board meeting.

#### PROGRAMS - LORI

No changes in programs from last year were anticipated with the exception of the addition of a pre-team class to be held during the lesson program, it was thought that space was available to include a pre-team lesson session.

#### PERSONNEL - ROB

Caroline informed the Board that two new Board members were on Borough Council's Agenda for approval at this month's meeting.

Drew and Jim reported that letters have gone out to last year's staff looking for a commitment to returning to the pool this year. Drew and Jim reported that key staff members, swim and dive coaches and the lesson program coordinators, have been confirmed, there are some candidates for office assistant managers committed, but the recruitment of the full staff will ramp up in full gear in February and March.

It was confirmed that there will be a re-certification and certification class held for lifeguards scheduled for June 13<sup>th</sup> to the 16<sup>th</sup>.

#### PUBLICITY/MARKETING - AMY

Amy reported that advertising this year will include using Clipper Magazine, the Doylestown Observer and The Cardinal, with ads being included in the February, March and April editions. Amy indicated that a 300-word article would be included in the Doylestown Observer. A motion was made by Ed and seconded by Lori to approve the expenses to advertise in the Clipper, the Observer, and the Cardinal, the motion was approved unanimously.

Bob indicated the Board would continue to work with Gary, who in the recent years since leaving the Board continues his work on tracking inter-net hits, determining pay per check

studies, with the intention to direct those searching pools be guided to the Fanny Chapman site as a priority.

Amy reminded the Board that should it need to update its web-site, the Board will have to find someone familiar with the process to complete the job. Caroline suggested the firm who in the past has worked on the Borough's web-site.

Rob indicated that he hoped to soon have ready suggestions on starting the marketing process to inform the community of the opportunity to participate in the endowment of Fanny Chapman. Also to be addressed later in the year would be how to identify the different levels of support for the endowment program.

#### LONG RANGE PLANNING - BOB & AL

In a continuation of the last couple of committee reports, Al told the Board that all is currently on hold pending the final completion of the diving pool concrete repairs.

The future wish list includes addressing a possible swale at the top of the upper pod to be constructed to divert run-off from the top of the hill during heavy rains, the resurfacing of the floor of the original pool and the replacement of the gutter system around the original pool. In addition, the pool's flagpole has seen better days and will need to be repainted or replaced. Also, Jim reminds the Board that the sewer line which was repaired during the past season may need to be completely replaced. To be determined is will an A/E be needed for the pool floor resurfacing may need to be explored.

Jim reported in speaking with Bob, a remodel of the upper pool might be considered, including a removal of the stone retaining wall, adding an eight lane to the pool and the construct concrete bleachers into the grassy hill above the pool.

Jim indicated that the original pool's surface desperately needs resurfacing in certain areas, those areas need to be thoroughly grounded out to remove all old paint as those areas need to be treated since concrete patches do not hold over untreated areas. Caroline reminded the Board that the Borough is required to publicly bid all work over \$23,000.00.

Al suggested that it might be advisable to have a plumber run a TV camera through the sewer line to check and see how urgent the replacement of the sewer line is.

#### MEMBERSHIP/RULES - ED

Ed reported all things remain the same and sees no changes prior to the start of the season.

#### POOL MANAGER'S REPORT - DREW

Copies of the information sent out to past members were reviewed. Drew and Jim indicated

that various updates had been included in the information to be sent out. Jim remarked that information required in the past in regard to the COVID has been taken out. Drew reported that the Central Bucks school year had been extended by a week, so by necessity the lesson program has been extended one week, the swim team has not been extended and will end when originally scheduled.

Drew indicated that upgrades will need to be made to the Sportsman program, to the Team Manager and Meet manager systems, and to the pool's computer router. Caroline reminded the Board that those costs had been figured into the budget which had been previously approved.

Drew reviewed Don Kelly's estimates for pre-season work submitted and previously approved by the Board. It was noted that the only thing not yet submitted was his estimate to replace the pools old wooden lifeguard stands, the current stands being over 20 years old and have seen much better days. Bob indicated the original warranties on those guard stands are no longer in effect.

The Board agreed with Jim that quotes separate from the Borough should be obtained for landscaping work around the pools.

#### DIVING POOL REPAIRS — JIM DOUGHERTY, GILMORE & ASSOCIATES, INC.

Bob asked Mr. Dougherty for a status report on the diving pool concrete repair work. Mr. Dougherty indicated he had been back on the site last Friday to review the punch list. Mr. Dougherty stated that he had been checking for additional cleaning, and he reported that Coordinated Systems Consulting, Inc. had returned to the site and blew out the room and the equipment. Bob told Mr. Dougherty that he has returned to the site after his last visit and along with Drew and Jim, they had some concerns, those concerns included that Coordinated Systems Consulting, Inc. had not sealed off certain areas including pumps, motors and electrical equipment and it was their opinion that the area was still very dirty and dusty. Bob told Mr. Dougherty that it was his opinion and the opinion of the Board that the cleaning work is still not been done and the Board is not satisfied with the current state of the work area. Bob noted that it is not possible to check out the equipment at this time, that can only be done after the pools are filled and operating this spring, and wondered what safeguards the Board must insure the extreme dusty conditions have not damaged any of the pool's equipment. Bob also noted that there is still some supplies present on site.

Mr. Dougherty in addressing concerns regarding concrete floor repairs for the original pool noted the existing concrete is from 1927 and new concrete patching does not adhere to old concrete, some sort of epoxy bonding agent needs to be applied to any areas which need to be patched.

Al asked Mr. Dougherty, during the initial stage of the dive pool concrete work, Roman had indicated that there may be some sort of savings due the pool should an or equal substitution

material be approved. Mr. Dougherty indicated Coordinated Systems Consulting, Inc. had requested an or equal be approved, the materials submitted were approved by Gilmore & Associates, Inc., however there was no cost savings from using the or equal alternative.

#### SWIM TEAM PARENTS REPORT - SHERRY PETRAKIS

Sherry told the hearing the Parents are looking forward to working with Drew this upcoming summer. Sherry stated there is a lot of interest in the swim team, and the coaches may be faced with some tough decisions to keep the team, swim and dive, at around 320 members. Sherry reported that this will be a quick season starting on June 22<sup>nd</sup> and ending on July 29<sup>th</sup>.

Sherry indicated the parents plan to continue the fund raising and community outreach as in the past, and they hope to get as many parents involved in officiating and the snack bar as possible.

Sherry hopes the new by-laws can be finalized with an organization of five officers while they reach out to senior swimmers and the coaches for their perspectives. Bob indicated it was alright to have the coaches and pool manager provide their feedback to the parents' association, however he noted it is the Board which hires the coaches and managers so they are ultimately responsible to the Board.

Sherry told Bob the parents' organization will meet once in March as a kick off meeting, then twice in April and three times in May. Bob asked if there were minutes of the parents' meetings and were they available to the Board, and he reaffirmed the Fanny Chapman Board of Managers fully support the efforts of the Parents Association and is sure they can work together in support of the swim and dive teams.

Sherry reported there were 317 members officially of the swim and dive team last year and thought that number could rise to 335 and still be manageable. Sherry indicated that the largest age groups are the eight and ten and underage group, and the parents fully support the inclusion of a pre-team class being included in the lesson program which would encourage younger swimmers to work hard, improve and hopefully become members of the team in future years.

Sherry reported that they anticipate having three bids on the new starting blocks shortly, and per Jim's request, they could be supply the starting block's specifications to Drew before the new concrete is poured this spring.

#### CORRESPONDENCE

The Board received one letter requesting assistance with lessons for their children. The Board fully supports using its Harrison Fund for lesson support, however the Board put off making any commitment until Drew is able to contact the family and determine exactly what assistance they are requesting. Drew indicated he would get that information and the Board would

decide by its March meeting.

OLD/NEW BUSINESS

There was none.

PUBLIC COMMENT

There was none.

EXECUTIVE SESSION

There was none.

ADJOURNMENT

Al made a motion the meeting be adjourned, Brian seconded the motion, and the motion was approved unanimously at 8:41 P.M.

The minutes are respectfully submitted in Memory of Chris Rohr Thompson, FC swimmer age 7 to 17, FC employee 1967-1973, and 34 year Central Bucks school teacher.