

## FANNY CHAPMAN BOARD OF MANAGERS

### MINUTES OF THE MEETING

February 22, 2021

#### I Call to order

The Board of Managers meeting was called to order by Bob Shaffer at 7:04pm on February 22, 2021 via Zoom.

#### II Roll Call

In attendance were Joyce Plummer, Bob Shaffer, Christine Harrison, Robert Purdy, Al Krach, Tom Kane, Amy Parenti, Jim McLaughlin, Bill Deeter, Pool Manager Jim Foster, and Borough Liaison Caroline Brinker. Absent, Swim Team Parent Liaison Mike Petrakis

Prior to the meeting, Caroline Brinker introduced new Board member, Bill Deeter. Each Board member then introduced themselves with a brief statement of their time and interest in Fanny Chapman.

#### III Approval of Minutes

The Board reviewed the minutes from the last meeting and they were approved as read Al (1st) and Rob (2nd).

#### IV COMMITTEE REPORTS

**Covid 19 Steering Committee:** Bob Shaffer, Robert Purdy, Pool Manager Jim Foster and Borough Liaison Caroline Brinker.

Jim F. stated he has not heard from the Department of Health, but anticipates at this time it will be similar to last year's restrictions.

**Finance:** Al, Robert and Jim M.

Invoices were reviewed. Questions were raised concerning the expenses for Premier Builders and Phillips & Donovan Architects. Caroline explained that the expenses for Premier Builders were for supplies and the expense for Phillips & Donovan Architects was a flat fee for their services. Both expenses are for the Family Changing Room. Invoices were approved. Rob (1st) and Amy (2nd).

**Operations:** Al, Rob and Jim M. - NTR

**Programs:** Tom, Christine, and Jim M.

The committee met with Jim F. in December to discuss the upcoming season. Jim has provided a scenario for both Swim Team Practices and the Swim Lesson Program. The tentative plan is for 7 weeks of lessons with 3, 45 minute sessions in the morning. The Swim Team would also have 3, 2hr 30

minute sessions using the Lap Pool in the morning Monday through Friday and 3, 3 hour sessions on Saturday and Sunday. Both programs are dependent on registrations and Covid restrictions. These plans were approved by the Board.

**Personnel:** Tom, Christine and Rob.

We continue to have an issue with finding an assistant for Jim F. The candidate needs to have knowledge in pool operations and an interest in promoting the Mission Statement of Fanny Chapman.

Tanya Baron, Swim Team coach has requested additional high school age, junior coaches for younger swim team members. Tom suggested we wait until we see how many swimmers enroll in the program.

According to Jim F., there is no limit on the number of swimmers in a lane as long as they maintain a 6 foot distance. This would be for circle swimming. It will depend on Health Department guidelines if we will need extra staff. (200 or more)

Jim F. stated staffing and programs are dependent on number of members. For a balance budget he estimates 700 Family Memberships.

**Publicity and Marketing:** Bob S. and Joyce.

Gary Mincieli will continue to manage our digital advertising. Gary will change the appropriate dates for this season and then manage the system.

Jim F. states that the advertisement for this season will appear in the Clipper Magazine for March and April and include the Early Bird discount information.

Jim F. states that instead of mailing membership applications next year, we should send postcards that would direct previous members to our web site as Jim F. states most memberships come through the web site.

Caroline presented the application for Fanny Chapman to participate in the Memorial Day Parade. She will fill out the application. Our participation will depend on Covid restrictions. Last year parade was canceled.

**Long Range Planning:** Joyce and Bob S.

Due to weather constraints, Premier Builders has not completed the Family Changing Room. There are no fixtures. It still needs flooring and painting along with the exterior stucco.

**Membership/Rules:** Joyce and Christine NTR

## **V Pool Managers Report:**

Jim F. states that we need 30 Lifeguards, full time. For the 3, 45 minutes Swim Lessons we need 45-50 Instructors. For Swim Team, we need 1-Manager, 5-Assistant Swim Team Coaches, 1-DiveCoach and 1-Assistant Dive Coach.

To date, Jim F. states he has applications for 22-Swim Instructors, 10-Lifeguards, 8 Managers, Head Swim Team Coach, Senior Swim Team Coach and Assistant Coach.

Jim F. states he anticipates needing 80-85 staff members. Normal seasons it would be 100 staff. We will have a better idea once we start to see membership numbers.

Jim F. has estimated the number of swimmers in each lesson session.

First Time Slot	275 swimmers
Second Time Slot	248 swimmers
Third Time Slot	<u>255 swimmers</u>
<b>Total Swimmers</b>	<b>778</b>

The Buxmont Swim League will be meeting in March to decide on which teams plan to swim this season. To date we have no confirmed dates for swim meets at Fanny Chapman, but Jim F. is leaving dates open for the possibility.

Swim Team tryouts will be the first week in June, however payment will only be required once a swimmer makes the team. We will honor the Early Bird discount for these swimmers.

Recreational swimming will continue to be by reservation. Until we see the membership numbers, Jim F. cannot determine how many times per 7 day rolling calendar, a Family or Individual may sign up. Families will sign in as one and not by each family member.

**VI Swim Team Parents Report:** NTR

**VII Old Business:** NTR

**VIII New Business:** NTR

**IX Correspondence:** NTR

**X Public Comment:** NTR

**XI Executive Session:** At our March meeting we will look at the committees to allow new Board Members to choose which committees, they would like to be on. Also, for present members to change committees.

**Adjournment:** Bob (1<sup>st</sup>) AI (2<sup>nd</sup>). All in favor. The meeting was adjourned at 8:20pm. The next meeting is March 22, 2021 at 7pm, via Zoom.

Respectfully Submitted,

Joyce Plummer

