

Fanny Chapman Board of Managers

Minutes of the Meeting

February 26, 2024

Attending: Rebecca Masters, Dave Ricci, Ed Walsh, Lori Howard, Brian Lange, Amy Parenti, Alan Krach, and Mike Petrakis (virtual). Also present were Caroline Brinker, Doylestown Borough Liaison, and Pool Manager Drew Sterner

Absent: Rob Purdy

The meeting was called to order at 7:10 by Brian. Brian welcomed new member, Mike Petrakis, to the Board.

Brian asked for any changes to the board members committee assignments. Rob Purdy submitted a request to be added to the Finance Committee in addition to serving on the Personnel, Operations and 100th Anniversary Celebration committees. Brian and Mike were added to the Long Range Planning Committee. No other changes were requested at this time.

Approval of the Minutes

The minutes of the January 22, 2024 meeting were reviewed. Amy made a motion to approve the minutes, the motion was seconded by Ed, and the minutes were unanimously approved.

Finance – Al & Brian

The Board reviewed invoices totaling \$5,760.88. Alan noted all invoices were routine expenses with the exception of the Clipper Magazine \$701.50 invoice for the 3/24 half page ad. Alan made a motion to approve payment of the invoices, the motion was seconded by Ed, and the motion to approve payment of the invoices was unanimously approved.

Operations – Al & Rob

The committee had nothing to report. Caroline presented the final Code of Conduct that had a solicitor review and included the review updates.

Becki made a motion to approve the Code of Conduct presented, the motion was seconded by Dave, and the motion was unanimously approved. The Code of Conduct will move forward to the Borough Council for final review and approval.

Caroline reviewed the 2024 Memorial Day Parade registration application prepared for submission to the Borough Council. No concerns were voiced and Caroline will move forward with the submission.

Programs – Lori & Becki

The committee had nothing to report as the pool remains shut down for the Winter.

Personnel – Rob & Ed

The committee had nothing to report.

Publicity/Marketing – Amy & Dave

Amy reached out to Gary Mincieli (MProven) for any additional website/Google data available. There was none provided.

Amy noted the Clipper advertising was started at the end of February and will run through March. The Cardinal and Observer ads are scheduled to run in March and April.

Drew reached out to Caitlin Hernandez in the Borough Office in regard to a wider use of social media for the pool messaging. Drew will create Fanny Chapman INSTA and Twitter accounts to push out feeds one to two times a day to reach a broader audience.

Long Range Planning – Alan

Alan suggested the need to review and prioritize future projects. Projects to include in this review are; the construction of a swale at the top of the upper pool to divert run off following heavy rains, the resurfacing of the original pool floor, the original pool gutter system replacement, repaint or replacement of the flag pole, the addition of a lane to the upper pool, upper pool seating construction options. Drew, Brian and Alan will meet to review and prioritize a list of open items once the pool opens.

100th Anniversary Celebration – Rob, Amy, Becki & Alan

The committee had nothing to report but will have updates at the March meeting. Al communicated the intention to collect and share old photographs at the event.

Membership Rules – Ed & Becki

The committee had nothing to report.

Caroline reported that last year, 40 passes were presented by Mayor West to the Doylestown Fire Company volunteers and were very well received. Caroline requested Board approval to make this an automatic annual donation. Brian made a motion to donate 40 passes annually to the Doylestown Fire company volunteers, the motion was seconded by Ed, and the motion was unanimously approved.

Pool Manager's Report – Drew

As stated earlier, Drew confirmed he will establish Fanny Chapman INSTA and Twitter accounts to expand our social media outreach.

Registration is set to launch March 1st.

Drew reported that Patti Cameron applied for the Meet Director for Summer Swim position. An offer was extended to her and accepted. Drew recommended to the Board that she be hired. Amy made a motion to approve hiring Patti Cameron as the Meet Director for the Summer Swim program, the motion was seconded by Al, and the motion was unanimously approved.

Drew reported an off season project has been added for the drain cover replacements that are required to be replaced every 7 years. The estimate of \$1,480 provided by Donald Kelly was included for review. An electrical inspection required every 3 years has been scheduled for the end of March.

Drew made the Board aware of the receipt of a certified letter from an attorney representing the woman who fell at the Fido Float Day event last year. Caroline reported the documentation was forwarded to the Borough's insurance company.

Per previous discussions, Drew will keep a list of all requests for financial assistance and will present all applications received at the April Board meeting.

Drew presented to the Board a request from the (2) Assistant Dive Team Coaches. These positions are budgeted at \$1,545 for 2024 which is significantly less than the Swim Team Assistant Coach positions. The request was made to increase the Asst. Dive Coach positions to an amount comparable to the Swim Team positions. Drew suggested a good faith increase for the 2024 season with the recommendation for an additional increase be considered in the 2025 budget. Dave made a motion to increase the 2024 Assistant Dive Team Coach positions to \$1,750 each, Ed seconded the motion, and the motion was unanimously approved.

Swim Team Parents' Report (Sherry provided minutes for the meeting)

Drew reported that the Swim Team Unify/Sports Engine software cost is only \$16 per month and will be implemented to streamline the swim team volunteer participation payment options. This will replace manual checks and cash collection. A credit card will be stored for each volunteer and automatic payments applied for balance dues.

The Blue and White Meet was moved from a Saturday AM date and time to Tuesday, June 18th evening requiring the earlier closure of the upper pool. Drew confirmed this new time has already been communicated and this particular date change should not be an issue. Brian asked that any change in the schedules that will impact the regular pool schedule be approved by the Board. Brian made a move to approve the move of the Blue and White meet to Tuesday, June 18th, Ed seconded the motion, and the motion was unanimously approved. Moving forward any future changes that impact the pool schedule will be presented for approval. Mike also suggested to consider rescheduling a meet to an existing practice time that will not impact the regular pool schedule.

Brian asked if the team request to use the lower pool for practice will impact swim lesson times or safety. Drew will monitor the numbers to insure it will not impact lessons times or present any safety concerns.

Brian asked the status of a new record board. Sherry is seeking direction from the Board but recommends one with a digital footprint. Brian asked Sherry to bring a proposal to the Board for replacement options to the March meeting. The Funding options will be discussed at that time.

Correspondence

Caroline presented the State Street Players raffle basket donation request. Fanny Chapman has provided a basket for several years including approximately 10 day passes and other swag. She will reach out to Christine Harrison for assistance in putting the basket together.

Old/New Business - Nothing to report.

Executive Session - No session held.

Adjournment

Alan made a motion to adjourn the meeting, Ed seconded the motion, and the motion to adjourn was unanimously approved at 8:30 PM.

Respectfully submitted,
Lori Howard