

FANNY CHAPMAN BOARD OF MANAGERS

MINUTES OF THE MEETING

FEBRUARY 28. 2022

The meeting was called to order by Bob Shaffer. In attendance were Christine Harrison, Bob Shaffer, Alan Krach, Robert Purdy, and Jim McLaughlin. Also present were Doylestown Borough Liaison, Caroline Brinker, Pool Manager, Jim Foster, Student Member, Will Shandlay, and Co-pool Manager, Carl Corino. Joining the meeting via Zoom was Amy Parenti. Absent was Mike Petrakis, Swim Team Parents Liaison.

APPROVAL OF THE MINUTES

The minutes of the January 24, 2022 meeting were reviewed. Christine made a motion to approve the minutes, the motion was seconded by Rob, and the minutes were approved unanimously.

FINANCE - AL & JIM

The Board reviewed invoices totaling \$1,976.73, Rob asked Jim to clarify the charge from Airgas USA LLC, Jim indicated it was a rental fee on returned CO2 cylinders. Alan noted that most of the expenses were for routine expenses while the pool has been closed. Jim M made a motion to approve the minutes, the motion was seconded by Rob, and the minutes were approved unanimously.

Bob returned to the Board's discussion from the January meeting including email communications following the meeting. To make sure that all Board members were on the same page, it was agreed that, in order to better compete with neighboring swimming pools for a limited pool of lifeguards and instructors, the salary scale for hourly employees would be raised \$2.00 an hour from last year. Since a membership increase was not included in the Board's budget as submitted to the Borough, there would be no fee increase for 2022. It was hoped that any loss not incorporated into the budget would be covered by memberships over projected memberships with any shortfall covered by the pool's reserve fund. A motion to approve the \$2.00 an hour wage increase with no membership fee increase was made by Christine, the motion was seconded by Al, and the motion was approved unanimously.

OPERATIONS - AL, ROB, & JIM M

Caroline updated the Board on Phase I of the shoring up of the concrete around the diving pool. Caroline indicated Gilmore & Associates needed to take some additional measurements prior to putting out a request for bids to complete the temporary shoring up of various areas which should be completed within the next few weeks. Caroline told the Board that the expenses for the work, renting the support materials and hiring someone to install the shoring materials, should be well under the bidding limits set for public bid projects, so Gilmore saw no reason why the work would not be fully completed prior to the opening of the swim season this year. Gilmore indicated the diving pool should not be opened this year if the work was not completed, not an option for the Board, so while the work had been previously approved, the Board made a formal motion to proceed in overseeing the completion of the work ASAP, the formal motion was made by Christine,

seconded by Rob and was approved unanimously. Jim noted that the diving pool can be isolated and not filled until the work is completed, the diving pool can be filled in 3 days, however the earlier it is filled the better it would be to allow the water to start to warm up prior to pool opening.

The Board reviewed the lengthy submittal from Gilmore and Associates in regard to Phase II of the diving pool work, the permanent repairs to be made to the distressed concrete areas located around the pool, photos were included of numerous cracks, spalls, gaps, and voids in the concrete. Gilmore noted those areas will continue to be monitored this season. Gilmore proposed a fee of \$36,650.00 to oversee the work on the permanent concrete repairs. The Board realized the work must be completed in order to safely open up the diving pool, and it is the Board's desire to do everything possible to see all of its facilities can be opened for the upcoming season. The Board also realizes the permanent repairs need to be begun as soon as possible after the 2022 swim season is completed. The Board also realizes that the formal public bidding process that would be required for this project takes time, so it would like to authorize Gilmore & Associates to begin completing specifications and other associated bidding documents so the public bid can be held as soon as possible. Bob made a motion to authorize Gilmore & Associates to proceed in accordance with their submittals for the permanent concrete repairs, the motion was seconded by Jim M, and the motion was passed unanimously.

Jim told the Board that a thorough inspection of the diving standards, fulcrums and board will be completed by the Fulcrum Guys prior to the start of the season.

The Board reviewed the requirements for the pool staff to participate in the annual Doylestown Memorial Day Parade. Jim indicated the staff looks forward to participating. Caroline stated she would handle the paperwork. The Board unanimously approved staff's participation in the parade.

Jim reported that he had already contracted to have the upper pool concrete deck replacement completed (around the starting block area) and to have the roof rain gutter down spout in front of the new changing room to be connected to an underground drain.

PROGRAMS - CHRISTINE

Jim reported that the Sterners have committed to returning to oversee the lesson program and Tonya and Fred will return to coach the team and divers. Jim reported that two new assistant swim coaches will need to be hired.

PERSONNEL - CHRISTINE & ROB

Jim told the Board he had received some commitments from some of the instructors and lifeguards that he will need this summer, it is still early but he needs more commitment for staff members, and he was hopefully that the annual life saving classes that are run at Fanny Chapman will provide the needed staff the pool will need to operate this year. Rob indicated that the "Y" is also have trouble staffing its pool this year. Jim and the Board are hopeful that the raise in hourly wages will help staffing the pool this summer.

PUBLICITY - AMY

Jim reported that the Clipper magazine ads had been placed and the first of three issues with the Fanny Chapman advertisement had hit the streets. Amy informed the Board that a Fanny Chapman ad had been submitted to the Observer paper and it had been published including a short write up on the pool. Amy indicated the advertisement would run again in April and May, and it was agreed that April's ad would run with a write up about the lesson program and a May issue would have a write up focusing on Fanny

Chapman's 95th season, 2022. Amy reported that The Cardinal newspaper has a run of 7,500 copies, and if the Board approves, Fanny Chapman announcements can be included in next year's newspapers.

Jim reported that Gary Mincieli, a former Board member, will again handle digital ads and placements, a Budget for that work had been included in the Board's budget.

LONG RANGE PLANNING - BOB & AL

Al noted that proposed long range planning will need to take a wait and see position depending upon what the final budget and bid comes in for Phase II of the diving pool concrete structural repairs.

Al noted that Jim has recommended the Board look into a swale along the top of the upper pool's fence to hopefully eliminate the periodic flooding of that pool during intense rains, flooding which left the upper pool unusable after last year's monsoon. In addition, future plans hopefully include replacing the gutter system and the resurfacing the original pool.

MEMBERSHIP/RULES - CHRISTINE

There was a discussion in regarding opening time for the pool from May 28th to June 13th along with Saturdays throughout the season. Christine and Jim noting that the opening time prior to the arrival of the COVID restrictions had always been 10:30 A.M., but during the pandemic, opening time had been moved back to 11:00 A.M. Bob questioned whether, with a budgetary shortfall now in this year's budget due to increased salaries to compete for staffing, the extra money necessary to fully staff the pool for the extra half hour of pool operation would be prudent. The discussion centered on whether to return to the pool to pre-COVID scheduling or to take the position that the budget should be considered in the final decision. It was decided that the final decision would be put off until the March meeting.

POOL MANAGER'S REPORT - JIM

Jim reported that a landscaper contract had been finalized, repairs to the screens on the out-building near the playground have been completed, the router issue for the office has been addressed, and a repair to the upper pool PA system has also been addressed. Jim also reported that lockers have been purchased for the girl's locker room, the old lockers will be removed and some painting completed prior to their installation. Additionally, he has placed the order for some replacement pool furniture.

Jim reviewed his write up of the 2022 Membership Code of Conduct and the Pool Hours.

Jim announced that September 6, 2022 would be his last day as Pool Manager.

SWIM TEAM PARENTS' REPORT - MIKE

Mike was not present and there was no report.

Jim informed the Board that the location of the Swim League's "C" championship meet has, as yet, not been determined.

CORRESPONDENCE

There was none.

OLD/NEW BUSINESS

AI reminded the Board that the question of how to handle donations to the Pool should be handled, and in particular, how any such donations should be recognized and memorialized. Rob stated he would research how such donations are handled by the "Y" and he would report back at the next Board meeting. The question will be readdressed at the March Board meeting.

AI asked with a renewed urgency since Jim's earlier announcement, if any progress has been made in searching for and finding a candidate for another co-manager. Bob reported that he has been looking into the matter and hopes to have an update in the near future.

Caroline announced that at the Doylestown Borough Council meeting being held concurrently with the Pool Board meeting, it was anticipated that Ed Walsh, Lori Howard, and Brian Lange will be appointed to fill the remaining open Board member positions.

PUBLIC COMMENT

There was none.

ADJOURNMENT

AI made a motion the meeting be adjourned, Jim M seconded the motion, and the motion was approved at 8:12 P.M.

Respectfully Submitted

the fight;

have fought well"

"The important thing in life is not the triumph, but

the essential thing is not to have won, but to

Pierre de Coubertin - 24 July 1908