

FANNY CHAPMAN BOARD OF MANAGERS

MINUTES OF THE MEETING March 27, 2023

The meeting was called to order by Bob Shaffer, Chair at 7:02 P.M.

Present at the meeting were Bob Shaffer, Ed Walsh, Brian Lange, Lori Howard, Robert Purdy, Becki Masters, Dave Ricci, Amy Parenti, and Alan Krach. Also present were Doylestown Borough Liaison, Caroline Brinker, Student Member, Mason Lange, Pool Manager, Drew Sterner and consultant Jim Foster. Swim Team Parents Association was represented by Sherry Petrakis. Kevin McCann, former Fanny Chapman Board member. Kristian Mangan, Swim Meet Manager

A quorum was present.

Bob Shaffer welcomed and introduced our newest board member **Becki Masters**.

APPROVAL OF MINUTES The minutes of the February 27 , 2023 meeting were reviewed, Ed Walsh made a motion to approve the minutes, the motion was seconded by Brian Lange, and the minutes were approved unanimously.

Committee Reports:

FINANCE and Review of expenditures - AL & BRIAN

The Board reviewed invoices totaling \$2,506.32. A discussion followed the invoices were for routine expenses. Brian Lange made a motion to approve the payment of the invoices, the motion was second by Ed Walsh, and the motion was approved unanimously.

OPERATIONS - AL & ROB

Discussion included two proposals – Filter area and making sure the dust is removed and the storage area to be addressed. Also discussed was the updated Facility Emergency Action Plan which has been updated by Drew Sterner including ‘Active Shooter’. Both items were agreed upon to keep moving forward as the money has been approved within the budget and the action plan will have training, tested, and reviewed once we have staff employed. We discussed posting signs that display the message “Firearms and knives prohibited”. More discussion to occur at the April meeting.

PROGRAMS - LORI

Lori had one program to present to the Board. She turned the discussion over to Kevin McCann. Kevin proposed a Masters swim program for the months of June – August. Included an overall plan with details. This season would be a pilot to see interest and decide for next year. The Master swimmer MUST be a member of Fanny Chapman Pool to participate. No fees this year and will be discussed in the fall with the Board of Directors.

Kevin McCann left the Board meeting at this time.

PERSONNEL – ROB

Board Members are fully staffed

Fanny Chapman Staff - Drew Sterner provided an update on Fanny Chapman Pool Staff. He mentioned that there are a few open positions that exist and he is looking to balance the staff with possible promotions and word of mouth. Two key managers indicated that they will not be returning for this season. Drew reinforced that while Fanny Chapman should be fully staffed, we are behind hiring staff at this point compared from the last couple of years.

A discussion took place reviewing the Coaches compensation from the last Board meeting and updates as of this meeting. Drew is managing a pool staff that is asking for higher salaries and finding qualified hires. To date, he has managed this well. This situation is happening with many swim clubs in the county and state with finding and hiring staff at a much higher salary and signing bonuses. We currently have budgeted \$40,000 for staff compensation and it is Drew's plan to meet that budget line.

Kristin Mangan is the Meet Manger for the 2023 Season. 8 FT lifeguards hired out of 33 needed. 30 swim instructors of 50.

April and May will be very key to hiring the remaining Pool Staff.

PUBLICITY / MARKETING - AMY

Amy provided an update on media:

- Fanny Chapman Pool advertisements have appeared in the Observer / Cardinal newspaper / Clipper magazine.
- Amy has done a review of costs using postcards and a QR code
- Discussion took place that the Cardinal newspaper would like to work with the Board on two more articles and picture.
- Web statistics were present on the usage and areas that were viewed.
- Endowment Marketing – Rob Purdy provided an outline on implementing the marketing Endowment Fanny Chapman Program working with Amy. Discussion followed and Board agreed to keep this project moving forward. The Endowment plan is reference in the current newspaper articles. As a result, the Web page needs to be updated. E-mail will also be used with the membership for participation.

LONG RANGE PLANNING – BOB & AL

Al restated that Long Range Planning is still depended on the following items that were carried over from the February Board meeting. A list has been established but need the repair completed before budgeting the next items to be addressed.

- Board that all is currently on hold pending the final completion of the diving pool concrete repairs.
- Areas to be reviewed and discussed with regard to long range planning:
 - o We may need a possible swale at the top of the upper pool to be constructed to divert run-off from the top of the hill during heavy rains.
 - o Resurfacing of the original pool floor.
 - o Replacement of the gutter system around the original pool.
 - o Pool's flagpole needs to be repainted or replaced.
 - o Sewer line which was repaired during the past season may need to be completely replaced. Should have a plumber run a TV camera through the sewer line to check and see how urgent the replacement of the sewer line is required.
 - o Discussion around adding an eighth lane to the upper pool and the items needed to be addressed like the stone retaining wall.
 - o Original pool's surface desperately needs resurfacing in certain areas. Those areas need to be thoroughly grounded out to remove all old paint and repainted.

MEMBERSHIP/RULES- ED

Board was updated that all membership and rules remain unchanged and see no changes prior to the start of the pool season.

POOL MANAGER'S REPORT- DREW

Highlights of the comprehensive Drew's report

- Registration is 'LIVE'
- Revenue to date: \$280,170 (*excellent indicator*)
- Memberships:
 - o Family #480 out of #878 in 2022
 - o Other #151
 - o Swim Team registrations - #163
 - o Swim Lesson registrations - #330
- Off-season repairs and projects
 - o Starting Blocks (ordered)
 - o Concrete work (Mike Rowan contractor)
 - o Stucco Painting
- Staff update: reviewed hires / certification dates for lifeguards / salary
- Additional work around \$11,800 (main pool floor - \$9,400 / Set anchors \$1,400 / Patchwork \$1,050 – Estimate. Next steps
 - o Starting Blocks to move forward and need to install Anchors
 - o Next step will be to look at the decking in the upper pool
 - o Last step to do patching of concrete in the non-pool areas

- Drew reviewed items to be completed with on item to obtain a quote for landscaping by the Rodriguez/Brothers

SWIM TEAM PARENTS' REPORT – SHERRY

Sherry and Bob started a discussion in reviewing the By-Laws of the Parents Swim and Dive Parents Committee. Bob followed up from the February meeting in reviewing the current By-Laws for the Swim and Dive Parents Committee submitting these thoughts to Sherry.

Requirement – need to be a member of Fanny Chapman Pool to be on the Parents Board.

A discussion took place of Sherry responding to the various edits and comments supplied by Bob's review. Many revisions were done and strikeouts completed by Sherry's review and additions added. The take-a-way was for the Board to review these suggestions by Bob and Sherry to finalize the By-Laws by June 1st.

CORRESPONDENCE – CAROLINE

The Board did not receive any new correspondence. There are a few requests submitted which the Board agreed to discuss during the April Board meeting.

OLD/NEW BUSINESS – BOARD

Bob highlighted that during the April Board meeting assignments will be made and updated to the various Board committees for 2023.

PUBLIC COMMENT - BOARD

No Public Comment provided or given

EXECUTIVE SESSION – BOARD

An Executive Session was called and the Board met to discuss Personnel. No action was taken following Executive Session.

ADJOURNMENT – CHAIR

Al Krach made a motion that the meeting be adjourned, Ed Walsh seconded the motion, the motion was approved unanimously at 8:44 P.M.

Next Board Meeting – April 24, 2023 @ 7:00 P.M.

The minutes are respectfully submitted by Robert Purdy