

# **FANNY CHAPMAN BOARD OF MANAGERS**

## **MINUTES OF THE MEETING**

**MARCH 28, 2022**

The meeting was called to order by Bob Shaffer. In attendance were Christine Harrison, Bob Shaffer, Alan Krach, Robert Purdy, Jim McLaughlin, Amy Parenti, Ed Walsh, Lori Howard, and Brian Lange. Also present were Doylestown Borough Liaison, Caroline Brinker, Pool Manager, Jim Foster, Student Member, Will Shandlay, and Swim Team Liaison, Mike Petrakis. Absent was co-pool manager, Carl Corino.

### INTRODUCTION OF NEW BOARD MEMBERS

Bob introduced the three newly appointed Board members to the existing Board members, Ed Walsh, Lori Howard, and Brian Lange.

### APPROVAL OF THE MINUTES

The minutes of the February 28, 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 M

The Board reviewed invoices totaling \$21,857.41. Alan noted most of the expenses dealt with the opening of the pool for the upcoming season. Alan stated two of the expenses included were for deposits for approved concrete work, software upgrades and A/E work for shoring up the diving pool area. Jim M made a motion to approve payment of the expenses, Christine seconded the motion, and the motion was approved unanimously.

Rob told the Board he was in the process of preparing a proposal on how the Board should handle any memorials, bequests, and/or gifts it may receive in the future from individuals who might wish to support the pool in a financial way. Rob indicated he would review how the "Y" handles those things and intends to make a presentation to the Board at its April meeting. Caroline indicated when ready, the Borough's Solicitor could review the Board's plan.

## OPERATIONS - AL, ROB & JIM M

Caroline gave an update on the status of the diving pool repairs, and history of those repairs to the new Board members. Caroline told the Board, during an annual insurance inspection of the Fanny Chapman facilities a crack was observed in one of the support columns for the diving tank and as a result the Board had Gilmore and Associates do a complete facility inspection with recommendations on how to proceed. It was proposed and the Board agreed to proceed on a two-phase approach. The first phase to install temporary support to shore things up for the 2022 season and more permanent repairs as part of phase two.

Caroline reported that Gilmore and Associates will have specifications prepared by April 1<sup>st</sup> for the temporary shoring up of the support column, and since their estimate is for the cost of the work to be under the state bid threshold, the work can be awarded with advertising, and can be completed before opening day this summer. Caroline reported that for the second phase, bidding will have to take place early this summer so that the work can be addressed soon after the pool closes so work will be complete prior to the start of the 2023 season. Caroline informed the Board that Gilmore and Associates has suggested that there be a Base Bid to address any and all serious structural issues with additional Add-On prices to include any work items deemed to be needed, but not necessarily critical for operation, so that depending on the bid price received, those items could be budgeted right away, or budgeted for completion in future budget years.

Alan reported that he had visited the pool and that work on the EP Henry wall has begun and should soon be completed.

## PROGRAMS - CHRISTINE

Christine reported that Tonya and Fred have committed to return as swim team and dive team coaches, and in addition, the Sterners will return to oversee the lesson program.

## PERSONNEL - CHRISTINE & ROB

Jim reported that the hiring of the staff has started and he has been somewhat encouraged by

the early results. Jim indicated he still needs to get commitments from two additional assistant managers for the office, and while he is still short a few lifeguards, he anticipates to completing that staffing following the pools' lifeguard certification course which will be completed early in June.

Jim presented a salary chart covering swim team and meet coordinator, he noted that a couple of assistant coach positions had, as yet, not been filled, however he indicated the staff would be completed within the previously budget projections.

#### PUBLICITY/MARKETING - AMY

Amy reported that a Fanny Chapman membership advertisement ran in The Observer and included in the April edition was an article on the pool. Amy indicated the next month's edition should contain reporting on Fanny Chapman's 95<sup>th</sup> year of operation (this year!). Amy also reported that the Fanny Chapman membership advertisement had run in the current issue of The Clipper.

#### LONG RANGE PLANNING - BOB & AL

Al reported that all is currently on hold pending the determination of how much Phase II of the Diving Pool repairs is going to cost. The future wish list includes addressing a possible swale construction at the top of the upper pool to divert run-off from the top of the hill, resurfacing the floor of the original pool, and replacement of the gutter system of the original pool.

#### MEMBERSHIP/RULES - CHRISTINE

Christine led a discussion on when the pool would open, 11:00 AM as it did last year due to the COVID or 10:30 AM as it has traditionally opened prior to the pandemic. Christine favored a return to the traditional opening time while Bob had reservations in the regard to the cost of staffing the pool for the additional time. Of note, the opening time is only for days where swim lessons are not scheduled, about 45 days over the season. No decision was made, so the issue will be re-raised at the April meeting.

## POOL MANAGER'S REPORT - JIM

Jim updated the Board on off season activity including work had begun and should soon be completed on the retaining wall located at the shallow end of the original pool, new pool furniture had been order, but is currently on back order, it has been promised for opening day, however should it be delayed, there should be enough furniture to get by, and deposits had been placed for the concrete work scheduled for the upper pool decking and the drainage system around the new changing room. In addition, the new lockers for the girl's locker room haven't arrived, however he plans to have staff prepare the area prior to arrival so it's ready for installation when they appear.

Jim provided an update on memberships, noting this is the first year that it has been done almost completely over the internet, family membership purchased so far are a bit ahead of the pace from last year, in fact in going over the numbers, early registration for lessons is also up.

Jim informed the Board that he has started hiring the season's staff, he currently is short on a couple of assistant managers for the office, but he sees no problem in filling those positions. As for lifeguards and instructors he is still recruiting. Jim believes he will be able to complete his guard staff following the certification class held in early June.

Jim reminded the Board that effective August 29<sup>th</sup>, the pool will open on for swimming at 3:30 P.M. as Central Bucks school will have started and staff will not be available.

## SWIM TEAM PARENT'S REPORT - MIKE

Mike reported that eight Fanny Chapman swimmers, Lina Hoffman, Blaise Hoffman, Theo Miksa, Gabe Miksa, Austin Wakefield, Owen Lever, Connor Mangan, and Grace Petrakis, were participating in the Y's 2022 national championships in Greensburg North Carolina.

In preparation of the upcoming season, Mike stated that suits had been ordered, and plans were underway for a full-blown broadcast of home meets not just the live screening they had last season. Mike confirmed that the league has accepted Fanny Chapman's offer to host the "C" championships this year.

Mike indicated the team has set this season, Fanny Chapman's 95<sup>th</sup> year, as a time for giving, fund raisers are being planned, a first-time golf outing included, and the team will pick a charity for the funds.

Mike confirmed that the High Point Swim Club will not open this year.

### CORRESPONDENCE

The pool received several requests from local schools for class outing at the pool. During the Board's discussion, it was agreed that the requests would all be reviewed, however, in the past, similar requests were subject to whether or not they were small enough to be handled with existing staff and to also allow members to be able to use the pool at the same time.

One request from OLMC for a 6<sup>th</sup> grade pool party was an annual request, it includes a small number of students and since the pool has used the school's parking lot during meets in the past, their request was accepted. Requests were also received from Titus Elementary School and Gayman Elementary School. Those requests include requests for use of the Chapman volleyball and basketball courts, areas not under the oversight of the Pool Board. Those two requests also included much larger number of possible participants and the Board had some reservations about them. It was decided that Jim would contact them and clarify exactly it is what they are requesting before any final determination would be made.

A thank you note was received from Lori Mehler citing her and her son's experience at the pool last year.

### OLD/NEW BUSINESS

There was none.

### PUBLIC COMMENT

There was none.

## EXECUTIVE SESSION

The Board temporarily adjourned at 8:15pm in order to discuss Personnel in executive session.

The Board reopening its public meeting at 8:50pm.

Bob reported that various personnel issues were discussed during the executive session, but no final action will be taken.

## ADJOURNMENT

Al made a motion the meeting be adjourned, Rob seconded the motion, and the motion was approved unanimously at 8:53 P.M.

Respectfully Submitted

**ABK**

