

Fanny Chapman Pool Board of Managers

Minutes of the Meeting

May 20, 2024

Attending: Alan Krach, Dave Ricci, Rob Purdy, Lori Howard, Mike Petrakis, Amy Parenti and Rebecca Masters. Also present were Caroline Brinker, Pool Manager Drew Sterner, Borough Liaison Caroline Brinker, James Shandlay, Student Member

Absent: Brian Lange, Ed Walsh

Also in attendance was Sherry Petrakis, Swim and Dive Team

The meeting was called to order at 7:00 by Alan.

Alan and the Board welcomed James Shandlay, the newly appointed Student Member to the Fanny Chapman Pool Board of Managers for the term May 2024 to April 2025.

Approval of the Minutes

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

Finance – Al & Brian & Rob

The Board reviewed invoices totaling \$45,480.18. Alan noted the \$26,580 paid for the materials and labor related to the acid washing and painting of the pools. The Thompson Networks balance payment was made for the Wi-Fi upgrades. The remaining invoices were routine expenditures. Rob reported he met with Drew to discuss the development of financial trend reporting to assist with projecting future costs. Dave made a motion to approve payment of the invoices, the motion was seconded by Becki, and the motion to approve payment of the invoices was unanimously approved.

Operations – Al & Rob

Drew reported most of the expected deliveries have arrived and the facility is in good shape for the May 25th opening.

Programs – Lori & Becki

Lori had nothing to report.

Personnel – Rob, Ed and Lori

Drew reported we are fully staffed for the season.

Rob met with Drew to review the job descriptions for all staff roles. It was determined about 5-6 descriptions will be revised or created for current roles.

Drew presented to the Board a parent request for the reimbursement of the \$25.25 fee associated with the required fingerprinting fees for staff age 18 years and older working with children. Historically Fanny Chapman has not covered this expense. The clearance is good for 5 years and the employee can use the

record for any other need that the clearance is required. The request did not include reimbursement for any other background clearance expense and no known hardship was presented.

No motion was made by the Board to approve reimbursement. Drew will communicate the decision to the parent.

Publicity/Marketing – Amy & Dave

Amy and Dave had nothing to report. The advertising final runs were completed and current registration numbers did not reflect the need for additional advertising at this time.

Long Range Planning – Alan

Alan confirmed the plan to meet with Brian and Drew the end of June or after the 4th of July to create a priority list for 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.

Membership Rules – Ed & Becki

Becki had nothing to report.

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

Amy displayed the (2) Fanny Chapman 100th anniversary celebration banners that will be used on the truck in the Memorial Day parade, and then in a selected location in the facility moving forward. Amy is also contacting the Doylestown Historical Society Video History Committee to request a video of the Fanny Chapman Pool.

Rob thanked Caroline for suggesting the email chosen to be used for the event: FannyChapman100@doylestownborough.net. This email address has been established. Rob spoke with Drew about a bulletin board in the lobby specifically to collect member/guest pictures relative to the event.

Becki contacted the manager at the Mercer Tile Pottery and Tile Works and they will plan a future meeting to discuss the lobby commemorative tile for the founders of the pool and designs for smaller tiles for purchase. Becki asked the Board to consider asking the community to submit designs for the smaller tiles to increase community engagement. This suggestion was well received by the Board. Becki is also reaching out to the Doylestown Hospital Development Director to review event planning ideas that have and have not been successful.

Al is planning a gathering of former members, employees, volunteers to gather testimonials, photos, videos and any other resources they can provide. He will also research options to digitalize photos received for the event. Al will continue to work on an invitee list. Caroline said she can provide the list of those invited to the 75th celebration.

Pool Manager's Report – Drew

Drew reported the pool is in good shape for the opening this weekend.

Drew reported that family memberships sold out at 860 units as of May 6th. This was 10 days earlier than last year and 20 additional units were allowed this year. He said 860 seems to be the sweet spot for the maximum number of family units to be allowed. There are 511 other memberships as of May 11th and spots are still available. The swim lesson registration total as of May 15th was 535, similar to last year at this time.

As noted earlier, the pool is fully staffed for the season.

The installed Wi-Fi enhancements are providing a strong signal in the upper pool area and a separate log in will be provided to access the connection.

Drew and Don detected the upper pool is losing about 1 ½ inches of water a day. Drew contacted the American Leak Detection and it was determined the center expansion joint and holding tank need to be resealed. Drew stated it can be patched in the next couple of weeks to minimize the water loss for the season and then the full repair will be completed after the close.

Drew brought before the Board the request for repairs in the parking lot. Caroline said the ditches will be filled and graded.

The families receiving financial assistance for the season were all very grateful for the support. The 1 military request was granted a 10% reduction. A 6th request for assistance was presented for 50 % of the membership cost and full assistance for swim lessons. Becki made a motion to approve the request for financial assistance for the 50% membership cost and 100% assistance for the swim lessons, the motion was seconded by Dave, and the motion to approve financial assistance to the applicant was unanimously approved.

The prep work for the shed will be completed May 24th, and the shed will be set up on May 31st.

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

Sherry presented the highlights of the Parents Board meeting held on May 6th. Sherry said the board took the survey results very seriously and changes were made to address the noted concerns and suggestions.

Two sets of colored lanyards were purchased for the 1st and 2nd half of the meets to help identify the approximately 70 volunteers needed.

Parents meetings will be held for all parents this season, not just new parents, and a new meeting format was provided.

Jess Martin and Rachel Ford developed a new Parent Directory and Handbook that was reviewed by all Parent Board members, meet directors and coaches.

Team Unify is active and the credit card function is available for all returning members and instructions provided to all new members. Team Unify is being utilized as much as possible.

A mid-season survey will be completed to attain feedback on the instituted changes.

Rob noted that the meeting he attended was very productive and he praised Sherri for the restructure of the meeting and a job well done.

Correspondence –

Caroline read a handwritten thank you note received from the State Street Players for the raffle basket donated by the Board.

Old/New Business

Rob gave Drew and Al a Cyber Security Plan draft for future review.

Mike, as a member of a swim team facility committee that is seeking to raise the funds needed for the development of a large local swim facility, was asked to request the Fanny Chapman Pool Board consideration of an off season bubble and outside heater for the upper pool. The new facility plan would provide multi-purpose indoor pools, seating for 2500, and would bring national exposure and opportunities to the area. The offseason bubble would provide options for 100-250 FC members, Y members, and the local adult community that face current limited options. The committee would be willing to help invest and support the enhancements requested for the Fanny Chapman upper pool.

No decisions are requested at this time. Mike will provide a future detailed proposal for the Board to review.

Alan asked Caroline to gather a list of previous donors and the levels of donations for the next meeting.

Adjournment

Mike made a motion to adjourn the meeting, Dave seconded the motion, and the motion to adjourn was unanimously approved at 7:51 PM.

Executive Session - No session was held.

Respectfully submitted,

Lori Howard