

FANNY CHAPMAN BOARD OF MANAGERS

MINUTES OF THE MEETING

JUNE 26, 2023

The meeting was called to order by Bob Shaffer at 7:00 P.M. Present at the meeting were Bob Shaffer, Brian Lange, Lori Howard, Robert Purdy, Amy Parenti, Rebecca Masters, Dave Ricci, and Alan Krach. Also Present were Doylestown Borough Liaison, Caroline Brinker, Pool Manager, Drew Sterner, Swim Team Parents Association representative, Sherry Petrakis, and Kathy Brown from the Dog Park Advisory Board. Absent was Ed Walsh.

APPROVAL OF THE MINUTES

The minutes of the May 22, 2023 meeting were reviewed. Lori made a motion to approve the minutes, the motion was seconded by Dave, and the minutes were approved unanimously.

OLD/NEW BUSINESS

Kathy Brown made a presentation in support of the Board approving the scheduling of a Fido Float Day at Fanny Chapman to be held the Saturday after the pool closes for the season, the event has been held the last 9 or 10 years supported by both Doylestown Borough and Township, it has proved to be very popular. Drew indicated his ability to staff the event. A motion was made by Brian to approve the scheduling of a Fido Float Day at Fanny Chapman for September 9, 2023, the motion was seconded by Amy, and the motion was approved unanimously.

FINANCE - AL & BRIAN

The Board reviewed invoices totaling \$85,571.80. Al noted the largest invoices were for the payment of 2023 Workers Compensation and Property Liability Insurance, the painting of the exterior pump building, the balance due on the new starting blocks, and Donald Kelly's fees for materials and labor to ready the pool for opening. Caroline reminded the Board that the cost for the starting blocks will be reimbursed by the Swim Team Parents Association. Al made a motion to approve the payment of the invoices, the motion was seconded by Rob, and the motion was approved unanimously.

OPERATIONS - AL & ROB

Drew reported that the new pool had become cloudy and after checks analyzing the water, it was determined that the cloudiness was from the paint which apparently had not cured properly before the pool was filled, so it was necessary for the instructional pool to be drained and repainted. Drew reported fortunately the issue had presented itself early enough that it was corrected prior to start of the busy season.

Drew reported that all systems were up and running prior to the season opening. Drew also reported that all filter room pumps appeared to be functioning properly, which had been a concern following the “dusting” question which had arisen following the diving pool structural work in the off season.

PROGRAMS - LORI & BECKI

Lori reported no changes appear necessary as the pool is open and all systems are going full speed ahead.

PERSONNEL - ROB & ED

Drew informed the Board the concerns in regard to fully staffing the lifeguard staff had been settled as he reported he believes he has enough staff to cover the pools during the heart of the pool season, of course, as always, things will be tight late in the season as staff heads back to college, but that would be dealt with then.

A review was made of the annual staff hours comparison chart between 2022 and 2023, it was too early in the season to determine any trends which might be appearing.

PUBLICITY/MARKETING - AMY & DAVE

Amy reviewed a chart of online impressions, clicks and their costs and indicated the charting would end by June 30th.

Amy reported that there will be no additional print advertisements placed but did indicate that there will be one additional article to be contained in The Cardinal which would probably be about the swim team. Dave reported that advertisement fees this year were in the \$5,000 range and wondered whether or not they could be decreased a bit, perhaps only running the advertisements for two instead of three months noting that the pool membership has again reached the point that new memberships were cut off.

Amy and Dave wondered if a Facebook page might be set up, Dave questioned who would be managing the site. Caroline indicated she would look into who and how the Borough handles its web page presentation. Again, it was suggested that the Board should consider whether it might eliminate one of its three sources of pre-season advertisements, The Cardinal, the Observer and the Clipper Magazine. It was agreed a final decision on marketing advertisements would be reconsidered later in the year.

The committee noted that the pool’s 100th anniversary season was approaching and indicated it thought it was time to start the planning process. It was suggested that a new sub-committee might be established to start working on things. Al noted that there are individuals not on the Board that have a long history with the pool and might be considered for participation in a

committee overseeing the anniversary celebration, individuals such as Fred Dunn or Christine Harrison. List of perspective members for a 100th anniversary celebration committee included Rob, Becki, Al and Amy. Caroline told the Board a committee cannot exceed a majority of the total number of Board members (that would be 5).

LONG RANGE PLANNING - BOB & AL

Rob told the Board there remains a number of items on the wish list and still other items on a priority list which the Board will have to make the determination as to when the more urgent things should be funded. Items discussed over the last year include the construction of a possible swale at the top of the upper pool to divert run-off following heavy rains, the resurfacing of the floor of the original pool, the replacement of the gutter system around the original pool, the replacement or repainting of the flag pole, addressing the possible replacement of the sewer line across the side yard which was clogged last summer and repaired at the time, possibly running a camera through the line to determine the condition of the entire sewer line, the possible addition of an eighth lane to the upper pool, and the construction of benching into the hill above the upper pool.

MEMBERSHIP/RULES - ED & BECKI

The committee reports that the rules remain unchanged, and they foresee no changes at this time since the season is now well underway.

POOL MANAGER'S REPORT - DREW

Drew reported that all programs are now up and running, the swim team held tryouts and the Masters Program is up and running, it seems very popular, Kevin has been working hard overseeing the program, and so far, all upper pool users seem to be working together.

Drew told the Board that he has been able to fully staff the pool this season, and he reports things are working out well with the hiring of an Assistant Pool Manager.

Drew reported that the new starting blocks have been installed and reported all are very pleased with them. Just prior to the installation of the new starting blocks, the concrete decking on the starting block side of the upper pool was replaced. Drew also informed the Board that Mike Sohanic had completed this year's painting, and the good news that the dive/filter room pumps have been up and running with no ill effects from the excessive dust created by the off-season concrete work completed in the filter rooms.

Drew reported that revenues from various membership levels have been strong, with 840 family memberships sold, Drew indicated he closed family memberships. Drew reported that some members have gotten around the cut-off by purchasing individual memberships. Drew told the Board while memberships have been strong, there has been a bit of a decline in the

number of swim lesson registrations. Drew thought the swim lesson registrations will need to be monitored, perhaps this year is an exception, or perhaps it might be the start of a change in demographics, too soon to tell.

Drew stated his concern that there had been no follow up addressing the condition of the sewer line which had broken last summer. He suggested a camera study might be employed to determine the condition of the sewer line. Caroline indicated that she would check with Public Works to see if they have any suggestions.

Drew assured the Board that the new Assistant Pool Manager has been working out well allowing each to cover the pool at different times. Drew indicated he may not be taking a long vacation break this summer as he feels he is still learning the ropes of his new job.

SWIM TEAM PARENT'S REPORT - SHERRY PETRAKIS

Sherry reported that there had been a total of 88 tryouts for the team with an additional 71 positions filled on the swim team and an additional 11 positions filled on the dive team. Sherry reported there are a total of 331 swimmers on the team with 5 of those swimmers also competing with the dive team.

Sherry thanked Drew for coordinating the shipping and installation of the starting blocks, she reported the team social was held on June 16th, and that the Blue and White meet was held on Saturday June 17th.

Sherry reported that the newly reorganized Swim Team Parents' Association is working well together, and that they have had many supportive volunteers step forward to help with the running of the swim meets. Sherry noted the swim season is tightly packed together this summer, but she anticipates a successful season.

Sherry told the Board that storage has become an ever-increasing problem for the team with some things unavoidably piling up in the guard room. Sherry asked the Board to consider the possibility of adding an additional shed along the fence at the upper pool which would be used to store "team Stuff". Sherry thought there may be room for the new shed just below the existing shed.

CORRESPONDENCE

Caroline presented a request received from community individuals on behalf of a Ukrainian refugee and her daughter. Following a discussion, the Board agreed unanimously to approve giving them 10 family day passes to be used this summer.

ADDITIONAL OLD/NEW BUSINESS

Rob reported that Drew had attended a meeting at the Doylestown Fire House and that the 40 day passes that had been made available to them as a thank you from the Board for services in support of the community were very well received, and much appreciated.

Rob reviewed his previous work in regard to how to address the usage of any financial gifts which might be received by the Board. He suggested that funds could be divided into two categories, one for the unrestricted use of the funds, money which could be applied to the Pool's capital expenditures, and another one for restricted usage of the funds where the Board would need to establish specific areas where the restricted funding could be used, for example, financial assistance for providing swim lessons as the Harrison fund is now set up and other specific areas such as swim or dive team memberships, training or certification funding. Rob also brought up his previous suggestions in regard to assigning the cost for naming sign age for specific areas of the pool, lifeguard stands, benches, scoreboard, diving boards, etc.

Drew brought up the previous brought up suggests of perhaps establishing an honorary signage plaque which could provide different amounts of recognition for the donation of various amounts of funding. These have been areas previously brought up, and Bob suggested it was time for the Board to take the time and complete the work that Rob has championed over the last year.

PUBLIC COMMENT

There was none.

EXECUTIVE SESSION

There was none.

ADJOURNMENT

Al made a motion for the meeting be adjourned, Dave seconded the motion, and the motion was approved unanimously at 8:29 P.M.

Respectfully submitted.

ABK