

Fanny Chapman Pool Board of Managers

Minutes of the Meeting

July 22, 2024

Attending: Brian Lange, Alan Krach, Rob Purdy, Amy Parenti, David Ricci, Lori Howard, Mike Petrakis and Rebecca Masters. Also present were Pool Manager Drew Sterner

Absent: Borough Liaison Caroline Brinker, Student Member James Shandlay, Ed Walsh

Also in attendance were Stephanie Downey and Rachel Ford, Swim and Dive Team Parent Board, and Erin Foff, Swim Team participant parent

The meeting was called to order at 7:05 by Brian.

Approval of the Minutes

The minutes of the June 24, 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 – Alan, Brian & Rob

The Board reviewed invoices totaling \$14,429.30. Alan reported the invoices paid were routine expenditures and budgeted costs. He noted one expense not represented was for the replacement of the old flag after the report was generated. Alan 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 – Alan & Rob

Alan said there was nothing to report that would not be covered under Drew's pool manger's report.

Brian asked if the high guest fee revenue collected in June continued in July and Drew confirmed that guest fees and day passes continued to be strong. Drew noted that swim lessons continue to do very well and had met the budget goal.

Board members had electronically submitted and/or provided physical signed copies pf the Code of Conduct for Caroline.

Programs – Lori & Becki

Lori and Becki had nothing to report.

Personnel – Rob, Ed and Lori

Rob reported that Drew drafted job descriptions for (6) staff roles; Head Swim Coach, Head Dive Coach, Meet Director, Swim Lesson Managers, Registrar Bookkeeper. Rob is reviewing the drafts and both Drew and Rob have or will be contacting the existing employees in these roles to review the descriptions. The final descriptions will be presented to the Board for review and approval in the Fall. Drew is also reviewing all existing job descriptions for any needed updates.

Publicity/Marketing – Amy & Dave

Amy and Dave communicated there was nothing to report.

Long Range Planning – Alan

Alan will meet with Brian and Drew by the end of the season to create a priority list for future projects. Drew will report on a potential sewer project need in his report. Other future projects include the resurfacing of the original pool floor will be addressed this year. 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

Rob reported the initial event budget will be prepared by October 1st and will be updated as needed. The main event is scheduled for June 27th 2027. Additional events throughout the season will be planned, for example, a swim day honoring former swimmers and employees, and inviting honorary captains from historical teams to a 2027 home swim and dive team event.

Amy stated that Becki and Rob are building a time line to include a media blitz starting January 1, 2025. Rob collected ideas from the board for trinket ideas for the 2027 season. These are in addition to the mercer tile sales. Becki confirmed the plan for Fanny Chapman to host a community contest to create the design for the 4x4 tiles that will be launched January 1st 2025. The winning design will be selected by August 1, 2025 to provide the time needed for the generation of the tiles.

Pool Manager's Report – Drew

Drew reported revenue numbers have surpassed 2023 numbers with strong day pass and membership sales. Swim lesson and team participants are under last year but revenue is ahead. As of 7/17/2024 total revenue is \$37,252, or 6% higher than 2023 for the same period. Drew acknowledged the incredible performance of the Swim and Dive Team. They had an undefeated season and are Bux-Mont League champions. Drew said it has been an excellent season per his perspective and they will celebrate the season July 27th.

Drew communicated to the Board a refund/credit request for a family that has not used the facility at all. (Drew confirmed they had not attended) At this point in the season a refund would not be approved, Brian asked Drew to confirm with Caroline if a credit would be approved.

Drew explained the 2023 to 2024 Hours Comparison report statistics are skewed as the report generated reflects July payroll through July 7th while the 2023 totals are through July 31st. He estimates the totals will be equal to or possibly slightly over 2023 due to the lower number of rain out days in 2024 year to date. Rob asked if the higher hourly rates for commitment to higher hours worked in a week is still popular. Drew said it is and added that even though Fanny Chapman offers a beginning hourly rate that is lower than the other pools in the area, Fanny Chapman has a high return rate for staff

most likely related to the positive cultural experience. Drew also noted that the scheduling application has been critical and has streamlined the scheduling process.

Drew requested an approval for funding of the Staff celebration to be held August 14th. Brian asked for a motion to approve the funding of the staff celebration, Amy made a motion to approve funding of the staff celebration, the motion was seconded by Dave, and the motion to approve the funding of the staff celebration August 14th was unanimously approved.

Drew reported that (4) in-service staff trainings were conducted. There have been 4 rescues this season. They were all active drowning events and all successful rescues. The guards excellently handled the rescues with no medical intervention needed. All incidents are recorded in the season logs.

Drew reported that the Insurance Inspection was conducted July 9th and went very well with no serious findings. We have not received the official report but do not expect any serious conditions to be reported. The Board of Health Inspector arrived unannounced July 18th at 11:00am. The inspector was very complimentary, was very impressed with our guards' performance, and provided with a copy of our cyber security plan. The facility scored very well. The Board thanked Drew for his excellent management and maintenance of the pools and facilities.

Drew noted the strong performance of the acid pumps installed in the upper pool, and the efficient management of the chlorine levels they provide compared to the CO2 pumps, and the cost savings they provide. He will install acid pumps in the remaining pools to maintain consistent chlorine levels in a more efficient and cost effective manner for all of the pools. Each pump is approximately \$400 plus \$150 installation fees.

The leak at the Upper Pool will continue to be patched and then sealed during the off season.

Drew reported that the sewer line issues have become a concern. There has been (2) blockages to date this season requiring a probe of about 120 feet and additional clear the blockage. The incidents require a closing of the facility. The last sewer wall collapse was in 2022 but the probes have determined the existing system is at least 100 years old and predates any mapping of the entire system. The 120 feet probed is close to the maximum distance that can be seen. To prevent a future wall collapse, Drew recommends we should either probe the entire line, map it and clean it out with estimated costs of \$12,000. Another option is to Probe the line and install a new 6 inch PVC line. This project costs more, but provides a long term resolution and avoids future wall collapses. Brian asked Drew to contact a Borough engineer to assist with the mapping and for Alan to add this to the Long Range Planning list. This project may take precedence over other long range projects.

Drew communicated a hot dog truck vendor request. The vendor has insurance and is requesting service to the pool during specific days and times. The Board rejected this request at this time.

Drew communicated parking lot concerns voiced by guest and members. One request was for parking lot cameras to provide coverage of periodic hit and runs. Other requests were for additional lighting in the lot for exiting the area at later times. The Board will not review security camera options at this time, and supports Drew's offer for staff to accompany a member/guest to their car if requested.

Swim Team Parents' Report

Highlights of the recent Parents Board meeting were provided by Stephanie Downey and Rachel Ford.

Stephanie and Rachel noted the success of the Swim and Dive Team as Bux Mont Champions and a very successful season. They reported of the successful expansion of community outreach and fundraising results including being the largest child sports donor for the Breathing Room, supporting the Bucks County Food Drive, and the new Super Hero Project that collects pajamas for the community. The snack bar was also very successful recording amazing sales to help team donations. The addition of the shed provided the organization and storage of the snack donations needed and efficient the set up and breakdown at each event. It was reported the Swim and Dive Team had a financially successful season.

The team celebrated 12 graduating seniors and the successful Fanny Fest that included 31 divers in attendance, 318 visiting swimmers, and 520 entrees from our team.

Rachel noted that Fanny Chapman is selected to host the Dive championships every year as it is recognized as having the best accommodations in the area and the organization of the event is greatly appreciated.

Rachel and Stephanie, as representatives of the Parent Board, presented concerns to the Board surrounding team culture, the need for coach training, communication challenges, and volunteer participation. Erin Foff, guest attendee of the meeting, voiced concerns as a team member parent.

Brian and the Board thanked Rachel, Stephanie and Erin for attending the meeting and for taking the time to communicate the concerns of the Parent Board, and as a team parent. The feedback is very meaningful and will promote a Board discussion on the topics presented. The common goal is to provide a great experience for all involved with the team.

Correspondence – Review of request for bleacher shading options will be reviewed at a future meeting due to time constraints.

Old/New Business - None

Executive Session - None

Adjournment

Alan made a motion to adjourn the meeting, Becki seconded the motion, and the motion to adjourn was unanimously approved at 8:34 PM.

Executive Session - None

Respectfully submitted,

Lori Howard