

FANNY CHAPMAN BOARD OF MANAGERS

MINUTES OF THE MEETING

AUGUST 22, 2022

The meeting was called to order by Bob Shaffer at 7:01 P.M. Present at the meeting were Bob Shaffer, Ed Walsh, Christine Harrison, Robert Purdy, Brian Lange, Amy Parenti, Lori Howard, Jim McLaughlin, and Alan Krach. Also present were Doylestown Borough Liaison, Caroline Brinker, Pool Manager, Jim Foster, Swim Team Parents' Representative, Mike Petrakis, and Swim Team Coach, Tanya Barone-Durant.

APPROVAL OF THE MINUTES

The minutes of the July 25, 2022 meeting were reviewed, Christine made a motion to approve the minutes, the motion was seconded by Ed, and the minutes were approved unanimously.

SWIM TEAM COACH - TANYA

Bob told the Board he invited Tanya to appear before the Board to review the past season. Tanya reported the team has gone 7-0 and won the league championship. Tanya indicated there had been 310 team members, 287 swimmers and 23 divers. Prior to the season there had been 150 tryouts. Tanya reported she there had been 6 total swim coaches, there were 3 practice sessions held during the morning divided between 8:30 A.M. to 1:00 P.M. Tanya indicated that the 8 and 10 and under girls and boys age group were the largest age groups, that her coaches had overseen the practices, but they had to put in extra hours due to the large number of younger aged swimmers. Tanya stated that some of her older swimmers helped with the younger age practices.

Tanya stated the swim season is short, but it is run at a frantic pace from the end of school until July 31st when the summer swim season ends, there are 7 meets, league championships, and lots of practices. Tanya reported that she hoped all but one of this year's coaches had interest in coaching again next summer which would help with continuity (Steph the coach planning not to return).

Tanya stated that all the coaches work hard and they put in more hours than most people think, they are constantly at the pool with team practices and what most people don't realize they spend hours and hours in lineup preparation. In support of her coaches, Tanya asked the Board to revisit the salaries the Board provides for the coaches, the coaches work long hours and had not been included in the increases with had been provided to the guards and instructors.

Tanya informed the Board that the team needs a new Computer which would give them two and a backup should they have a problem with the existing computer. Tanya also noted that the Team needed a new record board as the current board is falling apart, and in addition it needs a laser printer. Tanya also noted the storage bins at the upper pool and falling apart, and that the fins and buoys used by the team should be replace on an as needed basis.

Jim noted the Swim Team Parents are talking about replacing the record board with a digital board which could also be used for providing messages and would have a screen which could be used for

various things. Tanya indicated that she was confused, who was responsible for providing needed purchases, for capital purchases, was it the Pool Board or the Swim Team Parents Association. Tanya expressed her confusion on team purchases, the parents raise money, the parents want to provide swimmers with towels, who are supposed to make the purchases, there has been talk of bi-laws, but in general there had been a lack of communication.

Tanya expressed her concern with the large number of young, inexperienced swimmers, and she proposed that the Board authorize the team's using a couple of lanes and add an additional practice between 11:00 A.M. to 11:45 A.M. at the upper pool for the 8 and 10 and under swimmers. Tanya noted that pool is used at that time for stroke and turn instruction and all the lanes are not always used. Additionally, Tanya wondered whether or not an extra half hour instruction period could be added 45 minutes prior to the beginning of the practice schedule. Finally, Tanya expressed interest in the Board adding a pre-team lesson offered during the scheduled lessons for very young swimmers interested in joining the team but are not quite ready to be a member of the team. Tanya also suggested that the Borough shut down the volleyball courts and don't schedule their use during swim meet days due to the total lack of parking during meets.

Tanya reported the league meeting would be held in September and asked if Fanny Chapman could be offered for the site of one of the championship events. Al made a motion, Ed seconded it, and the Board unanimously agreed the pool could be offered for use for the "C" championships should the league wish to use it. Tanya informed the Board there will only be 3 home meets next season. In response to a question from Rob, Tanya indicated Fanny Chapman swimmers had set no new pool records during the just completed season.

FINANCE - AL, JIM M. & BRIAN

The Board reviewed invoices totaling \$22,313.53. Al noted the largest invoice during the month was from Gilmore Associates, Inc., which was for their oversight of the diving pool structural repairs, and the other invoices were for routine charges for the operation of the pool. Al made a motion the invoices be approved for payment, Jim M seconded the motion, and the motion was approved unanimously.

In reviewing the schedule of 2022 Capital Purchases Budget, it was noted that all items had been addressed with the exception of the internet router and PA system upgrade. Jim explained that had not been the case, all items had been addressed as the router/PA system upgrade had been completed with the help of Mike, the expenditure had just rung up as a Verizon charge.

Rob reviewed his research regarding establishing legacy/donation plan for the pool. Caroline told the Board that Rob's plan including a proposed Borough Council resolution has been sent to the Borough's Solicitor for review which should be completed shortly.

OPERATIONS - AL, ROB & JIM M

Caroline reported that the Bid to complete the diving pool structural repairs had been reviewed by the Borough Solicitor, had been reviewed by Borough Council's committee and was presented to the full Borough Council which voted to award the full contract (\$238,246.50). Caroline indicated that the Contractor, Consolidated Systems Consulting, Inc., has 15 days to submit all required insurance and bonding information for approval, and it is anticipated once those submissions have been approved, the

work can begin toward the middle to end of September as planned following a pre-construction meeting is held on September 19th.

Jim informed the Board, should any pool equipment being stored in the area to be effective by the construction need to be moved, Don Kelly will be available for that.

Jim also reported that the lockers purchased for the girl's locker room prior to the start of this season had arrived too late to assembly and install, so Don Kelly will have them in place prior to the start of next season's pool opening.

PROGRAMS - CHRISTINE & LORI

Christine reported lessons went well this summer, and Fanny Fun Day was a success. Christine suggested the Board think about the suggestions Tanya had made and perhaps incorporate them into next summer's programming.

Jim indicated that \$1,400.00 had been raised during this year's diving clinic held August 8th to the 19th, and that income was added to the Harrison Fund.

Jim told the Board that one of Fanny Chapman Divers had been named a high school All American this year.

PERSONNEL - CHRISTINE & ROB

Jim reviewed the Hours Comparison (2021 to 2022) worksheet. Jim indicated this year's hours are up a bit over last year but noted there had only been 3 rain days all summer where the pool had been shut down. Jim stressed the Board should make it clear to the new pool manager that in order to have a financially successful season, the pool manager should carefully monitor hours worked. It was noted that even if pool employee hours had remained the same between this and last season, the significant hourly wage increases which were necessary this season to staff the pool have increased the overall staff payroll, and that will have to be considered when the Board soon starts to develop its preliminary budget for next year. Jim also suggested the Board review those salaried employees, and if the staff hourly increase prior to the start of the season would necessitate an adjustment in those salaries to insure fairness.

The Board acknowledged the receipt of Jim's August 15, 2022 letter announcing his retirement as pool manager after 17 years. Jim told the Board that he had thoroughly enjoyed his time at the pool, noting as a former teacher, he really enjoyed his time being around young people and being able to see them mature. Jim reminded the Board, 17 years ago he took over the pool manager's job cold, there had been no transition plan, he developed the operational procedures that are now being use. Jim emphasized the importance he finds in Fanny Chapman's mission statement and stressed its importance for the community and the need to carry it forward. Jim did indicate he will still be around, but he needed to step back, however he will still be available to provide advice.

The Board reviewed the job description for the position of Pool Registrar, a position which would be paid on an hourly basis, and its workload would primarily be prior to the opening of the pool, dealing with word processing and data entry, dealing with membership and program information.

PUBLICITY - AMY

Amy questioned the effectiveness of the internet campaign Gary has been overseeing in recent years, with a cost of \$3.20 a click, her question was is it effective and does it provide information that Fanny Chapman needs considering the larger number of memberships it signed up this year. Jim explained that it was designed to point those seeking a pool membership to the Fanny Chapman site as a first source.

Amy also readdressed Justin Guarini's participation for the 95th anniversary celebration, in particular, exactly how the Board should recognize his participation and provide a proper than you. The Board unanimously agreed to provide he and his family with a membership.

LONG RANGE PLANNING - BOB & AL

In a continuation of the last couple of committee reports, Al told the Board that all is currently on hold pending the completion of the diving pool concrete repairs as the contract had been awarded for \$238,246.50, and the possibility that additional work may be found in the course of the contracted work.

The future wish list includes addressing 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, the resurfacing of the floor of the original pool, and the replacement of the gutter system around the original pool. In addition, the pool's flagpole has seen better days and will need to be repainted or replaced. Also, Jim reminds the Board that the sewer line which was repaired this summer may need to completely be replaced, that all of the bolts in the filter room should be replaced by stainless steel bolts, and that the floor of the original pool may need to be checked out by an A/E.

MEMBERSHIP/RULES - CHRISTINE & ED

Christine reported the season is approaching an end, and there is currently no need to make any changes to the pool rules.

POOL MANAGER'S REPORT - JIM

Jim reported that family memberships were way up this year and because of the extremely hot weather this summer and the demand for pool usage, he had to eliminate accepting daily guest swimmers who are not accompanied by pool members.

Jim again thanked the Board and the pool's membership for a great 17 years as manager of Fanny Chapman.

Jim told the Board that future planning should include finding some additional storage place for pool equipment, replacing the deck behind the starting blocks (should be in conjunction with the possible replacement of the team's starting blocks), Don Kelly needs to assemble and install the new lockers for the girl's locker room, all life guard stands need to be replaced as they currently are constructed of wood which had deteriorated over time, and some of the sand should be replaced in the new pool filters.

Jim reported the final family membership total was 855 which exceeded the final total in 2019 and 2021. Jim stated the increased membership money should help to cover the extra money which was spent on staff wages which were necessary to recruit during the unanticipated difficulty in securing staff in a competitive market.

Jim reminded the Board that the Fido Float is scheduled for September 10th, his final official day as manager. Jim also reminded the Board that grass will need to be cut, that all decks need to be inspected to locate areas needing to be repaired, pool equipment stored in the filter room will need to be moved to make room for construction, and the diving pool equipment will need to be inspected and repaired as necessary.

SWIM TEAM PARENTS ASSOCIATION - MIKE

Mike told the Board the team had a great year, and it ended in a league championship. Mike was proud of the team's efforts in its charitable efforts, and he indicated the mid-Atlantic swim officials had contacted him to consult on expanding that role in the swim community.

Mike informed the Board his time at the head of the Parents Organization has come to an end, Steph Downey would be taking over, but he would still be around if his is needed. Mike reported that Greg Roth would be stepping down as treasurer as his job requires him to do a lot of traveling. Mike indicated that the league's first meeting for next year is scheduled for mid-September and the Parents have been focused on that. Mike indicating that their attention would be directed to new bi-laws after the league meeting.

Mike again praised the team for its fund-raising efforts including food baskets, the Gabby fund, and efforts on behalf of a local family after a fire destroyed its home.

Mike indicated that they are seeking quotes for a digital board and new starting blocks. Plans include expanding funding raising including a golf outing in the spring with the parents exploring possible uses for the fund raising as scholarships for swimmers and team gifts.

Mike expressed his thanks to Jim for his ever-increasing support for the team over the years and wished him well in his retirement.

CORRESPONDENCE

Caroline reported that earlier in the day she had received an email from a disgruntled member. His complaint was that the new pool had been closed the previous Sunday due to not enough staffing while staff was on the deck doing nothing and that on a recent cloudy day the pool had been closed at 6:15 P.M. when there was no chance of rain. Jim indicated that he was aware of the situation and that on the day in question, his cell phone indicated there were thunderstorms in the area. Caroline also indicated the member complained of the condition of the original pool's floor surface.

OLD/NEW BUSINESS

There was none.

PUBLIC COMMENT

There was none.

EXECUTIVE SESSION

The Board adjourned into executive session at 8:25 P.M. and reopened its monthly meeting at 8:54 P.M.

During the executive session, the Board discussed its vacant position of pool manager, in the end, no action was taken.

The Board discussed the hiring of Kim Sterner as Pool Registrar. The Board voted unanimously to hire Kim and directed Bob to send her a confirmation letter as to her hiring.

ADJOURNMENT

Al made a motion the meeting be adjourned, Ed seconded the motion, and the motion was approved unanimously at 8:58 P.M.

Respectfully submitted

abk