

**FANNY CHAPMAN BOARD OF MANAGERS
MINUTES OF THE MEETING
AUGUST 26, 2024**

Present at the meeting were Brian Lange, Amy Parenti, Mike Petrakis, Robert Purdy, Dave Ricci, and Alan Krach. Also present were Caroline Brinker, Doylestown Borough Liaison, Drew Sterner, Pool Manager, Sherry Petrakis, Swim and Dive Team Board President, and James Shandlay, Student Board Member. Absent were Lori Howard, Rebecca Masters, and Ed Walsh.

The meeting was called to order at 7:07 P.M. by Brian.

APPROVAL OF THE MINUTES

The minutes of the July 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 - Brian, Alan & Rob

The Board reviewed invoices totaling \$19,415.70. Alan reported the invoices were mostly for routine expenditures necessary for the operation of the pools, he did note that included in the invoices was the reimbursement to the Central Bucks Regional Police Department in the amount of \$2,417.73 for the crossing guard during lessons. Alan made a motion to approve the payment of the invoices, the motion was seconded by Mike, and the motion was approved unanimously.

Caroline told the Board that she would be preparing a preliminary budget for the 2025 season, it would be ready for discussion at the September meeting, included in the discussion will be salaries for employees and should any capital projects be addressed prior to next season.

OPERATIONS - Alan & Rob

Alan indicated that the season was coming to a successful end on Labor Day and stated Drew would address specific items during his report. Drew did indicate that he addressed the marking of containers in the filter room listed on the recent inspection report, he noted things had previously been listed on chemical room door, which had been acceptable in the past, but to come into compliance, he added identifying label on each container.

Caroline reviewed the Annual Risk Control Survey which is completed annually, she indicated that a water heater leak from last year had been completed, there was a parking lot item listed which she stated the Borough would address, and a stencil around the diving pool had faded and will need to be repainted prior to next season. Drew indicated the stencil would be addressed.

Drew reported that he has been in contact with Kathy Brown regarding the upcoming Fido Float, and their needs have been met. Drew indicated he has been assured, this year, all individuals entering the pool during the Fido Float will be required to sign a waiver should a participant feel the need to bite someone.

PROGRAMS - Lori & Becki

With the season almost over, there was nothing to report this month.

PERSONNEL - ROB, Ed & Lori

Brian reminded the Board that it has been customary to invite the Swim Coach to a meeting to discuss her thoughts on the past season and address any suggestions she may have for the 2025 season, Brian indicated he would reach out to Tanya and see if she would be able to attend the October meeting.

Drew addressed the staff Hourly Comparison sheet listing assistant manager and guard/instructor hours, it indicated hours worked this year were comparable to last season, however Drew advised the Board that the final payroll was not included, so hours may be a little higher this season. Drew did state the obvious, this has been a very hot and dry summer, in fact, he stated that the pool had only been closed due to weather once. Drew did say on the positive, with the hot dry weather, the pool had taken in a record amount from daily guest fees.

PUBLICITY/MARKETING - AMY & DAVE

Dave reported with the pool winding down for the season, he had nothing to report.

100TH ANNIVERSARY CELEBRATION - ROB, AMY, BECKI & ALAN

Amy indicated that Rob had contacted her with the idea that they would come up with a budget, both in the long term for activities planned for 2027 and for a budget line item to be included in the 2025 budget. Amy indicated that plans are still in the preliminary stages, but Rob had proposed a budget in a possible range of up to \$250,000.

Alan reported that plans are still in the development stages, obviously there will be a formal ceremony with possibly other dates throughout the 2027 season including giveaways. Alan indicated that Becki has proposed a contest to be advertised as soon as the start of next year to design the commemorative Mercer Tile, there is the hope to have honorary team captains for the 2027 home swim and dive meets, and Amy is supporting the creation of a "historic Fanny Chapman" video to be included as a part of the celebration.

LONG RANGE PLANNING - BRIAN, MIKE & ALAN

Drew indicated his belief that there are two capital items which head the list and should be addressed as soon as possible. Drew indicated that the sewer line has been a recurring concern during this season, it has become blocked a couple of times, and should it become clogged and/or broken during the season it would result in a disastrous situation, the pool might have to close for an extended period. In addition, Drew stated he would address the condition of the cement floor of the original pool during his Pool Manager's Report.

MEMBERSHIP/RULES - Ed & Becki

Committee members were not present, but with the season winding down there was nothing to report.

POOL MANAGER'S REPORT - DREW

Drew reported a record season this year with revenues from memberships, swim lessons and visitor fees approaching \$700,000.00. Drew indicated he monitored the capacity of the pool this year, he may recommend the family membership cap could be raised by a little. Drew also recommended the Board review membership fees prior to the September meeting when the 2025 budget will be addressed, and he reminded the Board that there were no fee increases for the 2024 season, except for guest fees.

Drew provided an overview of the 2024 swim season, he stated that in general everything went well, he told the Board that he had received positive feedback from membership on the lesson program. Drew did say for the second straight year there has been a slight decline in the number of participants in the lesson program, which corresponds with a reduction in elementary students in the school district. Drew reported that the end of season Fun Day had an Olympic theme. In addition, Drew stated a dive clinic was added in August.

Drew reminded the Board they will have to make some decisions regarding staff pay, he noted the talk of increasing the minimum wage in Pennsylvania which could result in a significant increase in staffing costs. Drew stated the Pool had benefitted from the \$2.00 an hour bump in compensation for lifeguards who work more than the established base line more guards participated in the incentive making covering the pools easier. Drew reported that his staff was relatively young this season which should help in filling staffing requirements for next summer,

Drew told the Board he has spoken to the contractor who has hired to paint the filter room area, the work was scheduled over two years, he indicated his belief the scope of the work can be reduced by eliminating the painting of the area behind the garage doors, this would result in a reduction in the agreed to cost of the work. Drew reported the partial switch to acid pumps to stabilize the PH of the pools was a success and indicated the rest of the pools will be changed over before next year, he noted this is not only more efficient it has a significant cost saving element. Drew stated we had gotten through the year with the upper pool leaks and stated those leaks will be addressed prior to next season. Drew also advised the Board that there is some cracking of the concrete decking near the diving pool and a diving pool expansion joint is leaking into the filter room. Drew noted the need to secure one of the stainless-steel railings to the upper pool. Drew indicated he would be providing a list of repairs which will need to be addressed for next season in his 2025 budget requests to be included in September's Board packet.

Drew addressed the two large projects which will need to be dealt with in the near future. Drew presented a preliminary estimate for repair/replacement of the main sewer line. A discussion of the proposed methods to address the situation was held, it was clear more information was needed, Caroline indicated she would have an update at the next Board meeting and let the Board know if the work would have to be advertised. As for the repair to the lower pool floor from the four-foot area to the shallow end, Caroline presented a guestimate developed by Gilmore Associates that the work could cost as much as \$150,000.00 with an additional cost of \$50,000.00 for Gilmore to prepare bid documents and provide project construction oversight. Drew indicated that providing an estimate while the pool was filled is a difficult proposition, and Gilmore would be revisiting the pool after it has been drained for a closer examination of the floor. Caroline indicated an update will be provided by Gilmore for the September Board meeting.

Drew told the Board he would be providing a complete list of requests for capital expense purchases

for the September meeting.

SWIM AND DIVE TEAM PARENTS' REPORT - SHERRY

Sherry reported it had been an excellent season winding up with a league championship, she noted the league championships had several good swims.

Sherry reported they have as yet not held their season closeout meeting. Sherry reported the Parents' Association will be sending out a survey to the parents regarding their thoughts of the season, Sherry stated she would provide the Board with a copy of the survey.

Sherry reported that Rachael Ford, the Dive Team Representative, had resigned from her position due to limitations of her time. Sherry praised Rachael's contributions to the team. Sherry indicated they may need to tweak the duties of the Dive Team Representative.

CORRESPONDENCE

Brian noted a request had been received for a donation for the annual Cocktails at the Castle fundraiser. The Board supported a donation, and Drew indicated that he had prepared a swag bag for the auction.

OLD/NEW BUSINESS

There was none

EXECUTIVE SESSION

An executive session was not held.

ADJOURNMENT

Alan made a motion to adjourn the meeting, Rob seconded the motion, and the motion to adjourn the meeting was unanimously approved at 7:52 P.M.

Respectfully submitted in the memory of

Ed Walsh

COACH

MARINE

TEACHER

COLLEAGUE

FRIEND