

FANNY CHAPMAN BOARD OF MANAGERS
MINUTES OF THE MEETING

September 28, 2020

I Call to order

The Board of Managers meeting was called to order by Bob Shaffer at 7:00pm on September 28, 2020 via zoom.

II Roll Call

In attendance were Joyce Plummer, Bob Shaffer, Robert Purdy, Al Krach, Jim McLaughlin, Tom Kane, Pool Manager Jim Foster, Borough Liaison Caroline Brinker, Absent Christine Harrison, Emily Heaps, Kevin McCann and Swim Team Parent Liaison Mike Pertrakis.

III Approval of Minutes

The Board reviewed the minutes from the last meeting and they were approved as read Al Krach(1st) and Rob Purdy (2nd)

IV COMMITTEE REPORTS

Covid 19 Steering Committee: Bob Shaffer, Robert Purdy, Pool Manager Jim Foster and Borough Liaison Caroline Brinker.

Caroline presented copies of "A Proclamation in Honor of the Board of Managers of the Fanny Chapman Swimming Pool" and Jim Foster, Pool Manager. This was presented by Ron Strouse, Doylestown Borough Mayor, for a job well done during Covid 19, to open and maintain a safe environment for the 2020 swim season. Caroline will frame the original proclamation and post it in the office at Fanny Chapman.

Finance: Kevin, Al, Robert and Jim M.

Invoices were reviewed and approved. Al(1st) Tom(2nd)

Al discussed the need to increase fees for next season. Bob agreed stating we need to see different models across the different membership categories. We need to see what the impact on total membership over expenses and what is the bottom line. The finance team will work together to present scenerios at the October meeting.

Joyce asked if we will also be looking at increases to the Swim Lessons and Swim Team memberships. This will be looked at also.

Jim F. stated that each year the capital repairs expense averages \$50,000 to \$75,000. In order to keep the pools operational. Reserves have been depleted this year due to Covid 19 restrictions, a shorten season and no swim lessons. We were fortunate that we were able to offer the Swim Team Program sessions although there was no swim team season.

We also need to look at the wages of the staff. In the past we have had some guidelines by following the Boroughs increase percentage.

At the October meeting we will need to submit and approve our Budget, then it will be presented to Borough Council at their November meeting for approval.

Operations: Kevin, Al, Rob and Jim M.

Jim F. stated members liked reserving Lap Lane swim times at the upper pool and also having the gate open at the upper pool. Also a positive was having a manager on duty at the upper pool.

Closing the bathrooms for cleaning between reservation times was also a positive.

Jim F. will look at continuing these procedures next year.

Jim F. also stated there were changes to our software. We will be charged for the cost of the QR codes when signing in. Which will be one cent per QR code. A family will have one QR code for all members. There will also be at charge to notify members when the pool is closed.

Programs: Tom, Christine, Emily and Jim M.

At this time Central Bucks SD is not running at swim team program. Next season programs are dependent on Covid 19. Tom suggested that if we are still in Covid, a scenerio where we would have 3, 3 week sessions for swim lessons, for a total of 9 weeks of swim lessons.

Personnel: Tom, Christine and Rob.

Rob asked about the replacement for Jim F. in the future. The Board agrees that we must start looking as it will take time to find the right candidate and for Jim F. to train the person. Jim will be available to assist this person as necessary.

Jim F. stated the need for a swim lesson coordinator as Gina will not be returning.

Publicity and Marketing: Bob S. and Joyce. NTR

Long Range Planning: Joyce and Bob S.

Construction has started on the Family Changing Room. The footer for the foundation has been laid. Block work will be finished next and then plumbing will be started.

Membership/Rules: Joyce and Christine NTR

V Pool Managers Report: Jim F. stated what is needed in repairs for next season.

- replace all toilets with auto flush

- a new motor for the dive pool
- continue the concrete around the upper pool where the deck is dropping.

Jim F. stated that we will not need any new chairs or umbrella bases as we bought them last year and they were not used.

Jim F. presented the following statistics for this past season's membership.

- 451 Family memberships and a total of 1300 people
- total reservations 14,112 for a 69 day season
- 1,823 lap lane reservations
- 3,535 upper pool reservations
- 3,880 main pool reservations
- 2,193 instructional pool reservations
- 1,101 toddler pool reservations
- 1,580 grass area reservations

This does not include write in members who filled time slot vacancies.

- VI Swim Team Parents Report:** NTR
- VII Old Business:** NTR
- VIII New Business:** NTR
- IX Correspondence:** NTR
- X Public Comment:** NTR
- XI Executive Session:** The Board adjourned for Executive Session to discuss Personnel at 7:59pm.

The meeting was called back to order at 8:10pm. Bob S. made a motion for a bonus payment to Jim F. for all his additional time and work that made this season possible. It was decided that since Gina left early in the season and Jim had additional responsibilities, the amount saved from Gina's salary of \$3,400 would be given to Jim F. The Board unanimously agreed. Caroline will handle this payment.

Adjournment: Al Krach (1st) Joyce (2nd). All in favor. The meeting was adjourned at 8:12pm. The next meeting is October 26, 2020 at 7pm, site to be determined.

Respectfully Submitted,

Joyce Plummer