

FANNY CHAPMAN BOARD OF MANAGERS

MINUTES OF THE MEETING

NOVEMBER 22, 2021

The meeting was called to order by Bob Shaffer. In attendance were Christine Harrison, Tom Kane, Alan Krach, Jim McLaughlin, and Robert Purdy, Also present were Doylestown Borough Liaison, Caroline Brinker, Pool Manager, Jim Foster, and Swim Team Parents Liaison, Mike Petrakis. Absent were Joyce Plummer and Amy Parenti.

APPROVAL OF THE MINUTES

The minutes of the September 27, 2021 meeting were reviewed. Christine made a motion to approve the minutes, the motion was seconded by Tom, and the minutes were approved unanimously.

FINANCE - ALAN, & JIM

The Board reviewed invoices totally \$7,389.79. Alan noted that most expenses were for routine end of year site maintenance. Christine made a motion to approve the payment of the invoices, Robert seconded the motion, and the motion was approved unanimously.

Caroline reviewed her preparation of 2022 Preliminary Budget Assumptions, she noted it included a twenty five cents an hour base rate increase for regular employees, a starting salary of \$10.60 for assistant managers, along with the customary annual 25 cent an hour increase for returning employees. Caroline reported the Borough employee salary increase had been set at 2.5% by Borough Council.

Jim reviewed his submission for 2022 Capital Purchased, he noted pricing for routine annual purchases such as furniture had increase substantially. Jim requested that the concrete replacement at the upper pool be completed this off season and the installment of approximately 100' of EP Henry wall at the base of the hill.

Caroline reviewed a report from Gilmore Associates regarding steps to be taken to secure the cracked concrete support next to the diving pool and the adjacent concrete walkway. Caroline indicated Gilmore recommended budgeting for a two year construction project, the first year to shore things up, the second year to complete any necessary structural repairs, the cost of \$100,000.00 to be split over two years.

Alan made a motion the Board approve the preliminary budget, Tom seconded the motion, and the motion was passed unanimously. Caroline indicated she would pass it along to Borough Council.

OPERATIONS - ALAN, ROB & JIM

Caroline reported the Gilmore assessment of the diving pool identified small cracks, spauling, and fissures in the concrete mostly located in one support beam, Gilmore recommended temporary shoring up of the support bean prior to next swim season, then after the preparation of bidding documents and the advertisement of the work, the final corrective work would be completed prior to the 2023 season. Caroline noted that the rest of the Gilmore assessment of other areas of the pools found the

pools concrete generally in good condition with a couple of areas needing just " a little bit of love".

PROGRAMS - TOM & CHRISTINE

Jim reported that the Sterners, who had done a good job of running the lesson program this summer, have committed to returning in the same position for 2022.

PERSONNEL - TOM & CHRISTINE & ROB

Jim reported he will start contacting last year's lifeguards and managers in January to ascertain how many are planning on returning. Jim noted his difficulties in recruiting lifeguards this year, however he did believe there will be enough interest from team members to become guards along with the annual lifeguard certification program that he runs to fill out the staff. Tonya is expected to be back as swim team coach.

Tom reported that he and Rob had conducted an interview with Carl Cavullo for the open position of Assistant Manager. Tom indicated that he had been impressed with Carl, that he had previously worked at the pool, but had some problems with time availability at that time which had lead issues with Jim. Jim told the Board he could work with Carl. Tom stated he and Rob's only concern with Carl was one of time availability as in the spring he is the Council Rock South Lacrosse coach and also coaches a travel baseball team. It was suggested that Carl could start working in January getting his feet wet with lifeguard recruitment, membership advertisement and membership processing, and get introduced to Don Kelly pool preseason preparation. Bob indicated he wanted to interview with Carl before the committee make a commitment with Carl, he would contact the committee after his interview and decide on whether to make a hiring recommendation.

Jim announced that 2022 would be his last year as Pool Manager.

Tom voiced his opinion that the pool manager job must, in the future, be a two man job, that recruiting anyone with a family would need to be permitted to schedule a family vacation during the summer. Tom recommended the hiring of Carl.

Tom reminded the Board that this was his last meeting as his term is expiring, Caroline also reminded all present that it is Joyce's final meeting and there will be three vacancies to be filled by Council next year.

PUBLICITY/MARKETING - JOYCE & AMY

Jim indicated in the past the pool spent 3 to 4 thousand dollars a year for mailing membership information to past members, however he indicated it was probably about time that membership renewal and new memberships become more IT centered as, by a large margin, the past year's membership was completed largely on line.

Christine reported that Mercer Museum has indicated that it would like to work along with Fanny Chapman, perhaps 95th anniversary picnic and maybe later for a planned 100th year celebration in 2027.

LONG RANGE PLANNING - JOYCE, BOB & AL

With the upcoming 2 year plan to focus on repairing any dive pool support structure issues, nothing else is currently in the works.

Jim reports that generally the filter room and its equipment is in good working condition and any motor which may need to be replaced can be done on a limited as need basis. Jim previously suggested that the main pool gutter system may need to be addressed with the possibility it may need to be replaced at some point in the

future.

MEMBERSHIP/RULES - JOYCE & CHRISTINA

Jim reminded the Board that the Board should readdress the status of guests - who can bring a guest for a day and who can't, specifically minors not being permitted to bring in guests under their sole supervision. In addition, any confusion about the definition of memberships, such as individual and/or student, should be addressed to make sure the Board and pool staff are on the same page.

POOL MANAGERS REPORT - JIM

Jim reported he would start interviewing key staff returnees as soon as the holidays and continue with those interviews into January. Jim was hopeful he will be able to fully staff including office managers, guards and instructors, but cautioned since the COVID happened upon us it is a whole new world.

Jim reviewed his 2022 capital purchase requests including scheduling diving board maintenance (a necessity), replacing old and broken furniture (acknowledging replacements are much more expensive this year), Don Kelly pool preparations (a must), upper pool concrete decking replacement (finishing what has been a multi year project), and some ladies locker room upgrade (lockers). Jim informed the Board the channeling of drain water around the new changing room should be addressed to eliminate water entering the room. In addition, Jim stated modifications to the middle pool drainage off the hill hopefully will eliminate an existing problem. Jim stated his intent to discuss necessary PA system upgrades with Mike incorporating the needs of the swim team. Additionally, internet router upgrades should be able to be addressed reasonably.

SWIM TEAM PARENTS ASSOCIATION - MIKE PETRAKIS

Mike informed Caroline that Greg Roth was in the process of submitting his information soon. Mike indicated it might be best to go wireless with the speakers for the meets.

Mike indicated there would be 4 scheduled home meets next summer as all teams will be returning in 2022. The Board indicated that it would make the pool available should the league decide to schedule to "C" meet at Fanny Chapman in 2022. Mike indicated the league has yet to make that decision.

CORRESPONDENCE

The Board reviewed a letter from Eileen Shapiro, Development Coordinator of the Mercer Museum's 2021 Cocktails at the Castle Auction thanking the Board for its participation.

OLD BUSINESS

There was none..

NEW BUSINESS

Rob suggested the Board might consider looking into additional security checks at the front desk in the future.

PUBLIC COMMENT

There was none.

ADJOURNMENT

Al made a motion the meeting be adjourned, Tom seconded the motion, and the motion was approved unanimously at 8:08 P.M..

Respectfully submitted

ABK

FANNY CHAPMAN BOARD OF MANAGERS

EXECUTIVE SESSION

November 22, 2021

In attendance Bob Shaffer, Tom Kane, Al Krach, Jim McLaughlin, Robert Purdy, and
Caroline Brinker

The meeting was called to order at 8:10 P.M.

The Board discussed Jim Foster's contributions this summer. It noted that due to short staffing of office managers Jim was required to spend more time at the Pool than ever before, additionally the Board's inability to fill the Assistant Pool Manager position made it necessary for Jim to basically fill two positions this summer. Following last year's COVID restrictions, this year presented additional oversight which required Jim's attention as new issues arose.

The Board praised Jim for his dedication to the Pool and his acceptance of his added responsibilities. Tom made a motion to reward Jim with a one time 2021 bonus of \$5000, the motion was seconded by Rob and approved by all members present.

A motion to adjourn the executive session was made by Jim, the motion was seconded by Tom, and the motion was approved unanimously at 8:19 P.M.