

# FANNY CHAPMAN BOARD OF MANAGERS

## MINUTES OF THE MEETING

*November 25, 2019*

### I. **Call to order**

Bob O'Reilly called to order the regular meeting of the Fanny Chapman Board at 7:00 pm on November 25, 2019 at the Borough Office.

### II. **Roll call**

In attendance, Emily Heaps, Tom Kane, Bob O'Reilly, Kevin McCann, Bob Shaffer, Gary Mincieli, Ed Walsh, Joyce Plummer, and Christine Harrison. Also present: Borough Council Liaison Caroline Brinker and Swim team Parent Liaison Mike Petrakis. (Absent Pool Manager Jim Foster)

Board reviewed the minutes from the last meeting. The minutes were approved as read, Joyce Plummer (1<sup>st</sup>), Ed Walsh (2<sup>nd</sup>).

### III. **COMMITTEE REPORTS**

**1. Finance:** Approval of expenditures, which are in aligned with YTD spend. The Swim team 2020 budget and Fanny Fest budget was reviewed and approved. The Operational Budget for 2020 was reviewed and approved. Approvals (Joyce P 1<sup>st</sup>, Tom Kane, 2<sup>nd</sup> and Christine Harrison 3<sup>rd</sup>)

**2. Operations:** Winterization of the pool is complete.

### IV. **3. Programs: NTR**

**4. Personnel:** There is a pending bill to increase minimum wage from \$7.25 to \$9.50 over the course of 2 years. If passed the first increase (\$0.75) will go into effect on July 1, 2020 and then a \$0.50 increase every 6 months will occur until reach \$9.50. We have evaluated the impact to 2020 budget.

Applications for open instructor and guard positions will be made available to the public in January of 2020.

**5. Publicity/Marketing:** We will continue to leverage the current social media and ad board marketing accounts in 2020 and then will transition to a Fanny Chapman owned and managed accounts in 2021.

**6. Long Range Planning:** The Borough has approved (Christine 1<sup>st</sup> and Bob S 2<sup>nd</sup>) to move forward to have schematics created and cost defined for construction of family changing area inclusive of a toilet, shower, child changing table and bench seating. Joe Phillips of Phillips and Donovan Architects, LLC attended the meeting and outlined the plans for the bathroom area. The addition will be a masonry structure with a wood framed roof that mirrors current structure and roof line and is plastered inside to ensure durability. The structure will have lighting, ventilation, plumbing and electricity but no heating and cooling.

**7. Membership/Rules:** NTR

V. **Pool Manager's Report:** NTR

VI. **Swim team parents:** NTR

VII. **New Business:** There are 3 vacancies to the board in 2020. These vacancies will be made available to the public in December of 2019. If people have interest please send a letter and resume to John Davis.

**Old Business:** NTR

VIII. **Correspondence:** Raffle donation request was received from Budzynski Ballet Theater. It was unclear if they were seeking a cash donation or raffle basket. Caroline will get more information and email the board for approval or disapproval.

IX. **Public Comment:** None

X. **Executive Session:** NTR

XI. **Adjournment:** Kevin McCann (1<sup>st</sup>) Bob Shaffer (2<sup>nd</sup>). All in favor.

Adjourned meeting at 7:58 pm.

Next meeting is January 27<sup>th</sup>, 2020 at 7:00PM at the Borough Hall.

Respectfully submitted

Emily Heaps, Vice Chair