

# FANNY CHAPMAN BOARD OF MANAGERS

## MINUTES OF THE MEETING

*July 22, 2019*

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

Robert O'Reilly called to order the regular meeting of the Fanny Chapman Board at 7:00 pm on July 22, 2019 at Doylestown Borough Hall.

### II. **Roll call**

In attendance: Bob O'Reilly, Emily Heaps, Christine Harrison, Ed Walsh, Tom Kane, Bob Shaffer, Gary Mincieli, Joyce Plummer. Also present: Pool Manager Jim Foster, Borough Liaison Caroline Brinker (absent Kevin McCann, Swim Team Parent Liaison Heather Yim)

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

### III. **COMMITTEE REPORTS**

**1. Finance:** Approval of expenditures. Ed Walsh (1<sup>st</sup>), Christine Harrison (2<sup>nd</sup>). Budget in line with expectations YTD.

**2. Operations:** NTR

**3. Programs:** Lesson program ends August 2. ~780 participated in program this year. Planning additional Swim and Diving Lesson program post official end date of Lesson program in August to provide additional support to those interested. Funded by the Harrison Fund. No additional items to report.

**4. Personnel:** Upon departure of guards to college, there will be no impact to operations. Current Swim Lesson Coordinators will not be returning next season. We are currently exploring possible candidates for these roles for the 2020 season.

Two of the assistant coaches missed a week of coaching. Per policy, coaches are only paid for weeks worked. They are a valuable asset to our program and will work with them to true up their pay based on time they have provided to support the Stroke and Turn clinic.

**5. Publicity/Marketing:** We have lowered our media spend as we are on the tail end of the season. Plan to leverage marketing budget to advertise vacancy of apartment above the pool complex.

**6. Long Range Planning:** Preliminary CAD plans were developed for the construction of a Family changing room, restroom and shower with handicap accessibility to the pool facility.

**7. Membership/Rules:** NTR

IV. **Pool Manager's Report:** Jim Foster provided an update on registrations and guest passes. Overall we are in alignment to last season memberships with Family slightly higher and Swim Team memberships slightly lower. Guest passes are however, significantly higher than last year tracking at ~900 compared to ~600 in 2018. Since we capture their email address at time of sale for Guest Passes we will be able to target them next season as part of our Marketing efforts. .

Swim lesson program concludes August 2 and will hold Fun Day on that day.

Health Department and Insurance inspections planned for this month.

Request submitted to purchase a Fanny Chapman commemorative brick for our Swim Lesson coordinators for their over 10 years of service that

will not be returning next year. (Approved by the board.)

- V. **Swim team parents:** NTR (Team claimed Championship this year. Congrats team!)
- VI. **New Business:** Request to submit gift basket to be auctioned at the Mercer Museum Cocktails at the Castle in October. (Board Approved).
- VII. **Old Business:** NTR
- VIII. **Public Comment:** None
- IX. **Executive Session:** None
- X. **Adjournment:** Emily Heaps (1<sup>st</sup>) Christine Harrison (2<sup>nd</sup>). All in favor.  
Adjourned meeting at 7:43 pm.  
Next meeting is August 26, 2019 at 7:00PM at the pool complex.

Respectfully submitted  
Emily Heaps, Vice Chair