

**FANNY CHAPMAN BOARD OF MANAGERS  
MINUTES OF THE MEETING**

May 18, 2020

**I Call to order**

The Board of Managers meeting was called to order by Bob Shaffer at 7:03 pm on May 18, 2020 via "Zoom" as we continue with State mandated stay at home orders.

**II Roll Call**

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

**III Approval of Minutes**

The Board reviewed the minutes from the last meeting and they were approved as read. Christine Harrison (1<sup>st</sup>) and Jim McLaughlin (2<sup>nd</sup>).

Reorganization of the committees will be listed with each committee report.

**IV COMMITTEE REPORTS**

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

The discussion proceeded with concerns about social distancing and the safety of staff and members to maintain social distancing in compliance with the Bucks County Department of Health.

Jim Foster met with 15 Pool Managers and presented the Board with a document with suggested guidelines for creating a safe swim environment with the threat of COVID 19.

Once we are allowed to open, Jim Foster suggested this summer would be for recreational swimming only. Mike Petrakis stated that the Swim Team league has cancelled the season. Jim stated that with social distancing requirements, we would not be able to have swim lessons.

Bob Shaffer mentioned the need for ongoing cleaning of common areas. Jim Foster stated that the borough is doing weekly cleaning using Chlorine Dioxide spray to sanitize chairs, rails, etc. Cleaning of chairs would also be done after each person leaves.

Caroline Brinker will contact our solicitor about who is responsible for risk to staff and members in the event of a COVID 19 event. What kind of signage do we need, or do members need to sign a waiver? Must masks be worn when out of the pool? We will look to the Bucks County Department of Health and the CDC for guidelines.

**Finance:** Kevin, Al, Robert and Jim M.

Invoices were reviewed and discussed. Caroline Brinker added a new line for COVID 19 expenses. Each face mask cost \$10.00. They are washable and each staff member would receive 2 masks. Caroline is exploring submitting COVID19 expenses to FEMA. A motion to approve expenditures was made. Christine (1st), Emily (2nd).

**Operations:** Kevin, Al and Robert

Pools are ready. All is dependent on when we can open.

**Programs:** Tom, Christine, Emily and Jim M.

There will not be a Swim Team this season and even if we turn "green" we would not be able to do swim lessons as social distancing would not be possible. Jim Foster stated that we maybe able to do a swim stroke and turn clinic in August.

**Personnel:** Tom, Christine and Robert

Jim will notify Instructional Staff concerning no lessons. We will still need guards once the pool is opened.

**Publicity and Marketing:** Bob S. and Joyce

Jim Foster stated he received a text from Gary Mincieli that he cancelled our internet advertising several weeks ago. Bob and Jim Foster will contact Gary. Jim will keep members updated on our website.

**Long Range Planning:** Joyce and Bob S.

Phillips & Donovan Architects have submitted a requote based on a change to the structure to eliminate the full block exterior to only 2 blocks high using studding/metal. It will still have a stucco look and should cost less. The board approved these changes. Joyce(1<sup>st</sup>) Christine (2<sup>nd</sup>)

Caroline Brinker stated that the Bids could go out in August 2020 with a start after Labor Day 2020. She will also get a payment schedule.

**Membership/Rules:** Joyce and Christine

Changes to both membership types and rules are dependent on opening and requirements set forth by the Bucks County Department of Health and the CDC,

**V Pool Managers Report:** Jim discussed numerous concerns with opening the pools.

- Separate enter/exit areas
- Temperatures and questionnaire on admission to pool
- Making on-line reservations in 2 hour blocks for pool times

- Chairs 8 feet apart, unless a family. How do we know?
- Do we allow guest passes this season?
- What time do we open the pools since no lessons?
- What would be the additional costs for staff with additional hrs?
- Pool would be closed for ½ hr after each 2 hr span to allow for cleaning by staff.
- Only 25 members per activity zone. What constitutes an activity zone?

**VI Swim Team Parents Report:** Mike states that there will be no Swim or Dive Team this season. However, the elite swimmers would be interested in using the upper pool for practice. This could be done early mornings. Mike also stated that all expenses have been on hold since March.

Swim Team coaches salaries are to be put on hold. Jim will call each coach and offer them lifeguard positions.

The senior swimmers will have bricks with their names at the entrance. Caroline stated they requested the main brick be gray and the individual bricks be red. The 2 gray bricks are unique to the Founder's and the 90<sup>th</sup> anniversary. The Board denied this request. All bricks will be red. Mike to inform Parents. Caroline will order all bricks in red. The main brick will be 8x8 inches and the individual bricks will be 4x8 inches.

**VII Old Business:** NTR

**VIII New Business:** NTR

**IX Correspondence:** Caroline stated she is holding all requests for hardship memberships until we know when and if we are opening.

**X Public Comment:** NTR

**XI Executive Session:** NTR

**Adjournment:** Al Krach (1<sup>st</sup>) Christine Harrison (2<sup>nd</sup>). All in favor. The meeting was adjourned at 8:28pm. The June meeting date has been changed to June 15, 2020, at 7pm, site to be determined.

Respectfully Submitted,

Joyce Plummer