

FANNY CHAPMAN BOARD OF MANAGERS

MINUTES OF THE MEETING

October 28, 2019

I. Call to order

Bob O'Reilly called to order the regular meeting of the Fanny Chapman Board at 7:04 pm on October 28, 2019 at the Borough Office.

II. Roll call

In attendance, Emily Heaps, Tom Kane, Bob O'Reilly, Kevin McCann, Bob Shaffer, Gary Mincieli. Also present: Borough Council Liaison Caroline Brinker, Pool Manager Jim foster, Swim team Parent Liaison (Mike Petrakis)

(Absent Ed Walsh, Joyce Plummer, and Christine Harrison)

Board reviewed the minutes from the last meeting. The minutes were approved as read, Tom Kane (1st), Kevin McCann (2nd).

III. COMMITTEE REPORTS

1. Finance: Approval of expenditures. Tom Kane (1st), Bob Shaffer (2nd). Budget in line with expectations YTD. Reviewed and refined budget for 2020 to account for capital purchase items (furniture, pre-season pool prep, paving) and adjustments to staff salaries based on annual increases in alignment with Borough inflation rates and new roles. The budget will be confirmed and approved at next meeting.

2. Operations: Currently in review to assess floor issues in the shallow portion of the pools and upper pool leak. Looking to install boy's locker room changing area.

3. Programs: NTR

4. Personnel: Due to current Swim Lesson Coordinators not returning next season, the board has reviewed and approved the hire of Gina

Caraveli as the Swim Lesson Coordinator and Jessica Handschuh as the Assistant Swim Lesson Coordinator.

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

5. Publicity/Marketing: 2019 marketing channels were effective and will continue to leverage for 2020. We will remove advertisement of apartment above pool complex as a tenant has been secured.

6. Long Range Planning: The Borough has approved to move forward to build procedure for construction of family changing area.

7. Membership/Rules: NTR

IV. **Pool Manager's Report:** Jim Foster provided identification of areas that will need to be accounted for in 2020 budget 1) new umbrellas /chairs 2) new umbrella bases, 3) new backstroke flags, 4) paving of delivery path to filter room. These capital purchase items have been included in the 2020 budget.

V. **Swim team parents:** We approved the purchase of team organizational software program to collapse the multiple systems into one and align with league standards.

The 2020 season will begin on June 25th and run through August 1st. There will be three home meets (June 30th, July 9th, and July 21st). Fanny Fest will be held on July 12 and the Diving Championships will be held at Fanny Chapman on July 24-25th.

VI. **New Business:** The board approved holding the September 28th meeting even though it conflicts with the Jewish Holiday.

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.

- VII. **Old Business:** NTR
- VIII. **Correspondence:** NTR
- IX. **Public Comment:** None
- X. **Executive Session:** NTR
- XI. **Adjournment:** Kevin McCann (1st) Bob Shaffer (2nd). All in favor.
Adjourned meeting at 8:08 pm.
Next meeting is November 25, 2019 at 7:00PM at the Borough Hall.

Respectfully submitted
Emily Heaps, Vice Chair