

**Bayside Swimming Club Board Meeting**  
Fairhaven Village Inn  
Monday, September 16, 2013, 7:00 pm

Attending: David Cohn, Teresa Handy, Meg Metzger, Dan Stockwell, Ken Ericson, Paul Troutman, Stephanie Walters, Jermaine Larson and Sharon Loeppky

Meeting was called to order at 7:13 pm.

**Call to Order and “Check-in” with Members**

David tabled reviewing minutes, since the minutes from the most recent meeting (late March/early April) were not available.

**Treasurer’s Report**

Teresa didn’t bring a paper copy, due to printer problems. She reported that the revenue report is almost completed. David will send the correct budget to Teresa, as she hasn’t received. Total income was approx. \$150,000; Expenses were approx. \$105,000. Still invoices expected, so this is to-date, not the end of season.

**Review P&L statement for Bayside Swimming Club and Bayside Splash**

David reported on P&L (see attachment). Swim team expenses were less this year. David reported that there are about \$500 in uncollected swim fees (\$200 in refunds, a net \$300 of uncollected fees).. Discussion on collecting fees for Bayside Splash. David commented that he was creating invoices for every expenditure, Teresa mentioned that it isn’t necessary. David explained that Chelsea (Swim Team Coach) collected fees and then David would create an invoice to document in Quickbooks. Agreed that what Chelsea was doing and David’s follow up/invoicing was needed.

David suggested we move to full online registration and hire a programmer (one-time fee) to set this up. David would donate a laptop for online registration, allowing parents to register/make changes at the pool. Credit card details would be entered onsite.

Meg suggested the same onsite/online system could be used for members to pay membership dues.

**Discussion of Pool Misuse by Nonmembers**

This was off the planned agenda. Discussion how non-members have come in and signed in under members names, when those members weren’t present. Idea suggested to have a check-in desk, but cost prohibitive. Ken suggested plastic fencing/webbing that leads those entering directly to desk to check-in. Card and photo option considered for all members.

Discussion of setting an age limit of how young children can be at the pool without an advising adult or caregiver on the pool grounds. Dan suggested we table and that he does research on what other pools are doing/at what age they are allowing children to be in attendance without supervision.

**Arranging an Audit**

Teresa, Stephanie and Meg offered to act as the committee to accomplish the audit. Review that we operate on a fiscal year vs. a calendar year.

### **Review Board Member's Terms and Pending Expirations, Fill Vacant Positions**

Vacant Board positions needed to be filled: Bob Koons spot will need to be filled. Meg Metzger has sold her membership and will continue as Ex-Officio. As a result, we have two vacant board positions. Discussion on who to invite for consideration. David will sent letters to those being considered.

### **Approve Treasurer's Contract**

Teresa suggested that there is some plan in place should she decide to leave. In addition, Teresa commented that the Swim Team Manager have some training/experience in payroll, as there were some errors noted. Teresa didn't have any additional needs for her work, felt that her raise last year was sufficient. Discussion on the additional workload that both Teresa and Paul handle with the two separate accounts. They were compensated more last season, but discussion ensued upon Jermaine's suggestion to make sure fair compensation for both Teresa and Paul for their additional duties. Teresa and Paul will both review their hours/workload from past year and report back for evaluation. Contract approval tabled until that review is submitted.

### **Approve payment for Bayside Splash Accounting and Registration Management**

Ken motioned approval. Meg seconded. All approved.

### **Authorize preparation of Federal Tax return for Bayside Swimming Club and Bayside Splash**

Approved.

### **Season Post-Mortem/Repairs/Improvements/Capitol Projects (Ken and others)**

Ken presented opening up fence and improving grass area on east side of fence. Stephanie commented on grass that will be transported into pool area. David suggested we look at our long range plans for best use of adjoining land, whether grass area or possible tennis court option. Suggestions include lawn chairs, badminton, picnic tables. David suggested we fix the fence for upcoming season and we get a CUP/Conditional Use Permit for potential change.

Meg suggested that members be invited to participate in the discussion for change of the east lot and that a committee is established for ideas/suggestions/improvements and this should be mentioned in the annual membership letter. David commented that no changes are going forward at this time, only estimates to repair the fence.

David moved that we proceed with estimate to repair the fence. Dan seconded. Approved.

### **Lifeguard Bonuses/Recognition**

Ken will proceed with this (Regal Theatre tickets for guards), if funds warrant. He will confirm with Teresa.

### **Set Tentative Date for Annual Stockholder's Meeting**

Thursday, February 27, 7-9pm, Gateway Center.

### **Other Business**

Meg covered a portion of Sandy's work this past season and will bill \$1,300. She will submit an invoice with her work. Ken reported on closing pool details after 9/22. Dan Stockwell has offered to check on the pool regularly through the off season. Meg shared that everyone on the list last year had an offer for a summer membership, with the exception of the bottom 15 on the waiting list. Discussion on attendance by all. No one felt any overcrowding issues. About 15 chaise lounges need to be replaced.

Meeting adjourned at 9:25 pm.

Respectfully Submitted,

Jermaine Larson