

Little Neck Swim and Racquet Club
Monthly Meeting
July 16, 2007

Board Members: Daryl Mitchell, Carole Sharpe, Ken Inglesby, Mavis McKenley, Kevin Stewart, Nancy Barbachem

Committees Members: Mary Vance, Jeanene Wolfe, Anne Marie Agola,

Staff: Shawn Sabia, Tony Benjumea, Narh Tetteh

Guests: Various Members in attendance- Joy Manick, Lori Horth, Stephanie and John Somers, Nancy Hansson, Cyndi Jones, Dawn Dovel, Heather Lewis, Grace Carlson, Amy Courtney, Maria Miroulis, Jon and Margaret Derrick, Marilou Kollar, Sue Flora, Tim Green, Bob Mariano

Ken Inglesby opened the meeting with a welcome to the guests. Visitors that are in attendance should state their name for the record. Dawn Dovel stated she was in attendance to observe procedure during meetings. Heather Lewis stated the same. Amy Courtney made a request of the board for a date on the calendar for the GTA tournament. She would like the 20th of October for a tournament to be held in the day and the clubhouse for a party in the evening. If it rains the party would continue on planned date and the tournament would be the next day, the 21st of October. Amy stated she has heard comments in the community about the money raised. To avoid confusion on how money was spent she is looking for club support and board suggestions to make it easier for the club and the committee she has established. Suggested a save the date in the newsletter and have the news clips on the website to show how funds were used. Amy stated a more formal process this year may help and have more direction on how the money should be spent. Marilou Kollar stated membership could see all of the information in the articles that were posted. Amy will highlight information in newsletter. Ken Inglesby stated there were lessons learned on both sides. Suggested to start process by using new form and communicate through new manager. Shawn Sabia stated Mavis had already called him and placed the tentative dates on the calendar. Ann Marie Agola is unsure when the next meeting will be scheduled. Amy Courtney stated she is looking for volunteers.

Swim Committee– Carole Sharpe stated swim continues to have successful swim meets. They have won three and tied one with a total of 319 swimmers. Red Cross event raised over \$2000 dollars. Leslie Paul ran the event and was impressed with Little Neck. Swim Banquet this Sunday. Member questioned why the pool is not open until 9:00pm. Shawn will look at staffing to see if the pool can stay open for the night of the banquet. Shawn has been using the early pool closing on Sunday for staff meetings and cleaning because has been light by way of membership usage. Complaint by membership if open until 9:00 pm on weekday why close early on Sunday. Amy Courtney stated the pool previously had closed at 8:00pm. Shawn stated he will be closing at 9:00 going forward. August 4th all stars event, 7:00am until 1:00pm. Hopefully tennis courts will be complete.

Membership – Mary Vance stated there were 77 annual 381 regular 458 total members. Last year if members paid their dues past a certain point there was a late fee. If paid past the date this year, will be sending late fee letters for the additional fee.

Grounds Committee– Ken Inglesby stated the hole by court one is filling with water. The well will be shut off for about 2 weeks. Trying to determine if water is due to saturated ground or a leak some place. Turning off wells could isolate and get a fix on what is happening. Sonic testing will be performed. The club has hired a group that will energize the wells and look and listen for a leak. The sidewalks cannot be put in until the water problem is solved. Maybe wells could be problem. Daryl stated the tennis court construction crew men have been able to tap into well even though they have been turned off. The pool lights have been finished and the holes that were dug up were to fix under water lights that went out. Junction box was buried under concrete and dirt. Grace Carlson questioned if there was a mosquito problem. Shawn said there is not a problem yet.

Capital Improvements Committee – Kevin Stewart handed out a preliminary space plan. He stated that the recent survey to the membership concluded that one of the major desires for the club was for a renovated bathroom. There are several members on his committee with the goal to approve what we have. Presentation of plan is not for vote, but for information and planning purposes. Expanded kitchen, proper changing facility, each bathroom offers four showers with locker room in center partially offset with private lockers that will be sold to help offset some expense. Facility will have public lockers as well. Manager's office moved to the west side of the building. Overall goal of plan is to go out to general membership with a phase one construction plan with the ability to expand if membership decides in the future to add fitness center. Not able to obtain a firm cost from the three contractors. The plans are not building plans. Committee is requesting additional funding to have plans field verified and obtain solid bids for construction. Committee would like to bring numbers to general membership in October. Best consensus would be \$250,000 for plan. Current budget for this year is \$75,000. There are many financing options which would propose an increase in membership dues of approximately \$38 dollars. The cost for the plan would be about 8% to 10% of project. The upgrade would bring the kitchen up to health dept standards. Kevin opened to members and board for discussion. Carole Sharpe asked if money requesting is for the plan in front of the board. Kevin confirmed yes. Tim Green stated we are asked to host events and the existing bathrooms are inadequate. The foot traffic thru the club for the bathrooms would be eliminated. Carole stated with the existing aging equipment the money is a lot to put forth. Kevin stated of 75,000 budget would like 25,000 put aside for rainy day account for large maintenance items. Barbara, (capital improvements committee member) stated if we started this project it would make sense to take on other pool improvements at the same time. Kevin Stewart and Ken Inglesby will meet to go over capital projects. Daryl Mitchell stated the club still has \$550,000 loan from original project. Improvements would have to come from member assessment to obtain the financing. The delay in the tennis court construction has made it possible to pay from reserve funds and not have to finance. Can only finance but so much because of existing loan. Kevin and Daryl will discuss a possible meeting with Wachovia for options. Grace Carlson asked if there are plans to enlarge the clubhouse. She stated the club has a limited number of people allowed in clubhouse currently. Kevin said expanding club house would be expensive. Nancy Barbachem asked about other plan that included baby pool renovation. Kevin said that plan was shot down. Moving shed and creating a pavilion was discussed as well. Need \$3500 at max. Kevin opened to the floor for more member questions. Long lead time on project wanted to start discussion and get on the calendar as soon as possible stated Tim Green. Committee mentioned could run into city regulatory issues when new projects are proposed. Nancy asked if there was a question on the

survey about expanding the clubhouse. There was not. Motion was presented to free up funds not to exceed \$3500 to create plan. Motion approved unanimously.

Social Committee – Jeanene Wolfe handed out social calendar for the 2007 – 2008 year. Battle of Bands event is scheduled for August 10th Friday night. Doug Davis and Bill Byrd have agreed to help. Need approval to close pool because will not have the staff to guard the pool. Need volunteers for security. Will have prize money and guest will pay a \$5 fee. Jazz event not able to have in July will push back for August and make it a free night. Wine and cheese this year will open to guest to pay \$10 per couple. Same format as last year. Weekly dinner night will be starting this Wednesday. Food is not being prepared by volunteers, but will purchase commercially per health department. Email will be sent via newsletter to membership. Guards will accept payment until close of pool tomorrow. There will be wrist bands for those that have paid. Had float night in the past but safety is an issue. Movie on the lawn proposed as family movie night. Need special license to show a movie, but if pay per view then can do it. Popcorn machine and slushies will be provided free on Thursday the 26th. The following week will have dive in movie. Continue with ice cream socials and have weekly crafts in the morning on Tuesday. Need to RSVP and supply fee of \$2-\$3 dollars. No swimming at that time. A 80s type party is on the calendar with DJ provided by Kevin Dubois, a member. Also a labor day party event and an Oktoberfest event. Also requesting Butter, a local band, to perform and host a pig roast. This will be a charged event. Jeanene was told not to charge more than \$25 per couple for events and she was not given clear information on budget. Daryl Mitchell stated the \$25 might have been a guideline. The line item for social was \$6000 and he is not sure how much has been spent before Jeanene took over. The band would cost \$2500. A cap on the fee would make the event unworkable. She is considering a wine tasting. Had some generous ladies in the past plan this event and fees charged just covered their cost. Jeanene would need to increase couple fee for this event to make it happen. Anne Marie Agola said the facility does not lend itself to that type of event. Member stated there is a big wine festival in Chesapeake in November and the club may not want to compete with that. Jeanene wanted permission to charge more than \$25 per couple. Daryl stated a vote was not necessary. Jeanene stated all events end at 10:00pm except for Dive In which needs to start at 9:00pm after the closing of the pool. Mary Thumma's has requested that the September 15th event she proposed last meeting be moved to the spring and add to open house event. Possibly make a joint venture with social committee. Member questioned why Battle of the Bands is held during swim season. Jeanene stated because the guards will be off to college and they are participating in the event. Member stated there was concern over the closing of the pool twice for a social event. Marie Miroulis stated she has been hearing members complain about events that close the pool. The pool closing for the Battle of the Bands is due to a staffing issue. Jeanene stated she would look into a better compromise instead of closing pool. Grace Carlson questioned the status of ABC license. Jeanene stated she receives temporary license for events that she is planning for the club. The temporary license allows you to bring your own alcohol. If club is purchasing alcohol then need to purchase wholesale. Jeanene stated Barbara Hudson informed her since these are new events they would need to be presented to the board. Nancy Barbachem presented Motion to accept social calendar as presented with a \$5000 budget and as long as Shawn, the manager is made of aware of social calendar. Motion approved unanimously.

Rules Committee – Carole Sharpe stated bylaws have language defining who is a member and the club rules state something different. Members have concern over daycare providers and foreign exchange students. Committee will be putting something together and will handle nannies differently next year to control a little better. Daryl Mitchell stated in the previous bylaw meeting they worked on defining membership information. Language was read by Ken Ingelsby and he stated we will need to have separate meeting to discuss. Member questioned if nanny could no longer attend. Board stated we will be addressing. Carole is working on matching bylaws to rules. Jeanene stated a member has children living with them for the summer from a nonprofit organization that are not foreign, but is considered legal guardian of the child and wanted bylaws to address this issue as well.

Tennis Committee - Anne Marie Agola stated she has concern over the direction that the tennis community is going. Things are being decided at top level and not being discussed with the committee and communication needs to flow. She stated the board should not dictate the tennis program and to let the pros and membership direct the programs. She stated she has heard many complaints about the camps and did not know why it was changed. She stated she did not feel that Shawn had the ability to do what was necessary as a non tennis player and having no experience. Carole Sharpe stated the board felt having a strong manager would repair the current disconnect that the members are feeling. Anne Marie asked Shawn Sabia if he is ready to take over the role. Shawn stated he felt the greatest asset that he brings to the table is he has no bias. Shawn stated he would never put anything out without the sequence that was put together by the board of input from the membership to the tennis committee and the pros. Do you have other solutions Carole questioned? Anne Marie stated concern is communication. Kevin Stewart stated the board talked about the hierarchy. The board is looking at administration of program not developing programs. Problem is not new. Tony Benjumea stated no one has ever talked to him. He stated Barbara Hudson is doing a lot but a lot of mistakes have been made. Barbara has only talked to him about program. You guys have shut me out, Tony stated. Tony stated Narh and he have worked great together in the past. Ken Inglesby stated they there was a meeting for this particular reason and neither pro spoke up with any concern. Only item raised by Tony was if it did not work for Narh not to blame anyone else and that it would not be his fault. Tony stated the tennis program is divided as he sees it and he is not a member. There has been a continuous problem with communication. Maria Miroulis is disappointed with resignation and is asking the board to reconsider. Tennis committee has made a recommendation. Marie Miroulis stated there has been a tremendous disservice to the membership. Committee was not involved in the programs that were presented. The tennis committee should use the meetings to discuss the items on the agenda. Ken stated the Board is unhappy with the consistent conflict between the pros and made the decision to go in different direction. Maria stated she would like the minutes to reflect the following:

1. Reconsider Tony's resignation as Director of Tennis
2. Have Shawn handle the Court sheets. Thereby having both pros sign in/out their courts. (During any tournaments, lunch league, etc if the pro has allowed the tournament etc.. to use "their" court, have them sign "yes" or "no".
3. Have both pros at the Tennis Committee meetings to address the Member's tennis needs. NOT to have the Board dictate what programs will be offered. "A" tennis committee.

Member will report to the Board. It should work "Members to Tennis Committee to Board"

Maria stated it was working this way with Tony when she first joined the club and now it has stopped. Maria stated the committee has come up with programs and has included Narh to run various programs. Ken questioned how Narh is being informed of these programs they are creating. Anne Marie stated she wants Narh to feel comfortable coming to committee to bring in program. Narh stated he has asked to attend tennis meetings but was told it was cancelled and has not been informed of new date. Anne Marie stated there has not been a tennis committee meeting. Amy stated the issues being brought up are the same issues from the past. Ken reiterated the Board was hired thru the election process to make decisions for betterment of club. Ken stated that is why we were voted to the board to work on behalf of the membership that put us in office. He stated the board does work as employees of the club and the tennis committee has ways to communicate to the board if they are unhappy. Member asked should there be equal pay. Ken stated there is not equal pay. Tennis director runs the program, and if there is a hierarchy then tennis director should have pros under director. He stated the tennis committee does not come to the board meetings, and the programs they have created are not being relayed to the board. These are the issues we are seeing. Administration should be removed from Tony to remove the perception of Tony benefiting from programs being offered. Events have two parts to them Tony stated. Ken stated that Tony would be hired to run event and would be more available to earn extra income. Kevin Stewart stated this would avoid the perceived conflict of interest. With the perpetual division of pros this is a logical solution to coordinate and implement with input from both pros. Our goal is to have September first Shawn take over tennis director position. This is not a flip the switch situation Ken stated. There was a communication problem with the date of July 31st and not Sept 1st. Tony stated reason resigning due to reputation. Tony stated he was told by Barbara Hudson, "the board is going to fire you unless you accept the program". Tony was asked by Mavis was this discussion before or after the meeting to discuss camps. Tony stated Barbara Hudson told him before meeting to discuss camps. Anne Marie stated she was told there was a 4 to 3 vote to not fire Tony and that he needed to go along with the camps. Grace also stated she had similar conversation with Barbara about Tony and his position at the club. Amy Courtney stated she felt uncomfortable with what was being said without Barbara Hudson being present. Kevin Stewart stated bottom line is there is a perceived conflict of interest and for the amount of money Tony is getting paid he did not feel it was worth the additional work. The hierarchy that the board is working towards would facilitate the communication problem. Members had concern over lunch league and who would have the ability to place appropriate players on courts. Tony stated there is a lot that is done to run a tournament. Nancy Hansson stated it seemed logical to have administration side of tennis removed which would free Tony to be on the court. Marilou Kollar stated she applauded the board for their efforts to take the steps they have taken. She stated it appears the consensus in the room is all value both pros and do not want either to be unhappy. The board has attempted to address that concern by having club manager take on new role to remove any perception that Tony is feathering his own nest at Narh's expense. The board has faith that Shawn can be groomed to do the job. Ken stated the board will take into consideration all that has been presented and the board is representing the membership. The board and committee will meet to discuss the future of tennis. Anne Marie stated is hesitant to post next committee meeting date for fear it may be overwhelming. Ken stated the committee should handle their meeting as they

see fit and then report to the board. She does not need to have board representation at the committee meetings. Anne Marie stated it has always been open for whoever wants to attend. Grace questioned the board on the round robin tennis and why the \$20 fee was being paid by some members and not others. The board stated they have not cashed the check and it will be returned. No fee will be charged at this time.

Treasurer – Daryl Mitchell stated each month a package of receipts and other items is given to our accountant and with this information a report is given to Daryl to review and then it is presented to the board. He stated there is no report for this month due to the early scheduled board meeting and the time the information was submitted to the accountant.

Manager Report – Shawn Sabia mentioned a number of pool maintenance issues. He stated Ted Byng will fix broken light at cost. The broken step has been fixed. Next year we will need to drain pool and put in new steps. He will be getting quote on the purchase of new handrails. They are a little loose and the concrete is cracking. Pool pumps have been working for the last two weeks. Replace chlorine injector into the main line. He will be ordering tennis court nets on court one and two. He is also working on finding a couple more benches. Got the bleacher carrier fixed. There had been snack bar issues with reporting cash. Have done training to rectify. Guards are doing great and compliment from Marie Miroulis about guard response to child diving. Mid August the club will be losing thirteen guards and there are only three or four applications. This is the normal transition. Shawn would like to place help wanted advertisement.

Bullet Items – Daryl gave court construction update. The final stripes will go down tomorrow and they are in the final stages. The wind screens will be final step along with some landscaping. The nets are down until staff is trained on grooming. Jeanene asked about rules for court usage. The board stated at the last meeting the tennis committee and the tennis pros were tasked to come up with directive. Amy Courtney suggested to post about the type of shoes to use on the court.

Ken thanked the guests that were in attendance and stated their input is meaningful and that the board appreciated their time. He also stated to let the board know if they had any issues.

Meeting Adjourned to Closed Session.

Respectfully Submitted

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Staff: Shawn Sabia

Closed Session

Shawn mentioned accident with child that cut his foot on the metal kick plate on the door and had been taped and now guest of member is asking for reimbursement. Daryl will contact the agent to submit to our agent. The door has been taken off. Daryl will contact guest.

Daryl handed out finance responsibility procedure in draft form for the board to review to use as a training session for Shawn and possibly add to employee manual. Daryl will schedule time to review with Shawn. Kevin asked about status of inexpensive safe that can be secured for the money on premise. Shawn stated he is looking for one that has a slot for money to be deposited to the safe without the safe having to be opened. Kevin inquired if we are making money in the snack bar. Daryl stated we do not have a handle on whether profit or not. Shawn stated it is not a theft issue but just poor handling by staff.

Shawn left meeting

The board discussed the number of comments made by Tony Benjumea, Grace Carlson and Ann Marie Agola regarding information they are receiving from Barbara Hudson regarding Tony and his position at the club. The board discussed the 4 to 3 vote that was stated by Ann Marie to get rid of Tony. The Board agreed a meeting needed to take place to address with Barbara Hudson present.

Meeting Adjourned.

Respectfully Submitted