

Little Neck Swim and Racquet Club
Monthly Meeting
May 21, 2007

Board Members: Barbara Hudson, Daryl Mitchell, Carole Sharpe, Ken Inglesby, Mavis McKenley, Kevin Stewart, Nancy Barbachem
Committees Members: Mary Vance, Bill Gill
Staff: Tony Benjumea, Narh Teetah
Guests: Amy Courtney, Jeanene Wolfe, Carol Considine

Amy Courtney asked about the motion that was passed at the annual meeting to table the Bylaw revision and send back to committee. Barbara stated Kevin Rack was invited to the board meeting and he suggested go forward with the board as the committee. Ken is in the process of reviewing the changes and will put out in email with all suggested changes. Amy reiterated changes need to have 51% of membership. BH disagrees and said at the next meeting we will discuss the issue of who can vote at meeting 51% in attendance or by proxy. Daryl and Mavis stated a third party would need to get involved to assist in the resolution. Amy also questioned the board on the new tennis courts. She stated there have been problems with inactive members using the facility specifically the courts. The board stated the locks have been changed and we are working with the pros to ensure non-members will not use facility. Amy stated she requested the guest sign in sheet be posted at annual meeting so guest fees can be assessed. No one has collected guest passes. She understood Tony posted the sheet, but it has been taken down again. She questioned board on who is responsible. Board has implemented ID cards for the new season and is in the process of interviewing for the new manager who will handle in the off season. Staff has been trained on turning away members that do not have ID cards. Peg boards were discussed for usage in the off season. Billing in the future of guest fees should not be a problem.

Carol Considine has concerns about bathroom. Need more than one shower stall and currently there is no ventilation. Bathrooms are inadequate. Response was towards renovating bathroom. Survey listed a price for renovation with no basis. The board is working short term to get thru the fall. Budget of 70,000 set aside for capital improvements. The board has other capital improvement issues as well. Kevin stated capital improvements have been requested by the membership in the bathroom. Barbara stated membership needs to see the amount of money it will take to get the bathrooms redone. Need to get the vote and get more specific information regarding a quote. The hiring of the architect will be able to define what the cost will be. Need to spend money to get a clear vision. Barbara stated the committee is designed to look to the future as well as more immediate capital improvements.

Carol's second concern is she feels tennis is a priority over swim. Why does swim have to pay 15% fee to the club for giving lessons? Barbara stated it is a member benefit paid thru dues. Swim budget is 62,000 paid for lifeguard each year, plus the mushroom purchase. Carol would like the board to reevaluate.

Tony – lunch league finishing. Goal to have juniors play more tennis. Tony would like 45 playing on team. Goal to have 100 matches played will be increasing the goal. Saturday afternoon practice is \$10 per kid and \$20 dollars per hour is paid to a helper. Club will be collecting funds going forward. Events need to be scheduled using protocol, giving name of event, number of courts, and who is being paid. Narh stated there is instruction being done it is not just practice during Saturday program. Narh stated there was some confusion with last Saturday's events. Tony had six kids show up 15% goes to club. Narh was told by Tony not to show up to assist because there were not enough kids. When arriving at the club he noticed college level assistant was assisting with the program. Board stated there was some concern over this situation and Barbara stated Tony needs to have Narh involved all of the time. Going forward all rules will be written down on how tennis will be functioning going forward and the programs.

Mary Vance – 35 annual 321 regular 3 conversions. Email Daryl on Smith approved for refund has sent about 20 letters. Requesting refund moved to Colorado asked for copy of electric bill. Have postmark of envelope. Board approved refund. Three issues of members that have grandchildren that they would like to pay dues and bring grandchildren. Motion to create rule as long as parents do not get ID cards have grandparent and grandchild as family unit as long as under the age of 18 - Approved. Nanny rule – no fee or fee and can you have multiple nanny. Make a different color or stamp nanny on card. Has to be a permanent solution for the summer. Not allowed random people. Carole and Mary will go thru to pick out the nanny cards that have already been taken. Take group picture of nanny with the kids that are members. Nanny cannot take other non-member kids to the pool. Must use guest passes. No fee for nanny stamp. Referral fee back to member is \$50.00 for members that referred new members. Annual fee is \$875 is the minimum that can be paid to join.

Bill Gill - Swim team is going ok. Have 286 kids. There is no cap on number of kids. Vacuum price quote approximately 3000 has local service.

Online tennis court fee for server will be \$20 a month. Need written proposal on format. Tony suggests call the office and have them enter on the computer. For summer while pool is open. Can designate the partner as a ball machine. We will work thru all the glitches cut off at midnight for next day reservation. Kevin will write up rule. courtreservation.com to test. Motion to spend \$20 per month approved.

President Barbara Hudson stated Carole has been wonderful. Had training on Sunday for staff using Power Point. Tonight is snack bar training for new staff. Health inspector prelim exam, pool looks good, quesadilla wants for this year, inspector looking into why we cannot do it. As of now we are not Making quesadilla's, and slushy machine not here until next two weeks. Will be spraying in the snack room for roaches. Need a contract with exterminator for continued problem. Inspector said no provisions against glass mirrors would strongly suggest no glass or have covering over like Plexiglas. Liquid nails used to put tempered glass mirrors glued to the wall so if it breaks it will not go anywhere. Bill Gill will buy a film to put over the mirror. Request for benches for

bathroom. Ken will work on benches. Tiles in the baby pool are falling off. Have handy man that can put them in. Nancy will be buying snack bar foods. Need board members here to help. Make a sign to help enforce ID card rule. Kevin to research tiles for baby pool. Furniture coming Wednesday at 3:00PM. Will put tan chairs around mushroom and green and white around main pool. Norfolk tent should have been delivered on the 20th. Need help on Wednesday for painting and putting together furniture

First week if appear to be overstaffed then that is intentionally based on last years numbers. Confusion over hiring of 15 year old lifeguards. Enough rules to discourage 15 year olds, but they can be hired with various rules that need to be followed. Training reiterated bathroom as part of rotation. Snack breaks are to be done in clubhouse for 10 minute. One staff member does not have his certification and one with a broken arm. Will not be on stand.

Diane Smiley asked is she can do her dive lessons. Current insurance does allow. Carole will work on diving board sign up sheet that will coincide with swim lessons. Ladder parts need to be installed.

Insurance – employee dishonesty clause coverage suggested by insurance carrier. Additional \$237 cost to add employee dishonestly coverage for annual policy. Daryl Mitchell made motion to add coverage, approved. Need to make deposits more often. Can assistant managers make deposit, need to be over 18. Daryl and Carol Sharpe to coordinate.

Discussed possible applicants. Bill Gill has additional person from Green run.

Court construction – Contractor has other courts working on and will show up any day. Need orange construction fencing put back. BMP need to be refilled. The ditches need to be 22 inches. Are 30 inches right now. Drilled and filled with sand and are ok Bio Retention Bed will look like beds filled up to 4 inches. ABC Kevin will take up again. Most of the items for the license are complete.

Wet area by court to test for chlorine to see if pool issue if not we need to build a bridge over the wet area. Quality enterprise dug and fixed all of the well lines and city water lateral and irrigation system.

Grounds – Ken had conversation with landscaper and have an understanding. Grill cannot be used because it has no cover. Safety issue.

Treasurer- Went over actual versus budget. Tax return not done yet. Couple of overpayments.

Ryan Vaughn, previous manager has requested unemployment. Hearing is tomorrow. Barbara will attend. Daryl to check to see if we owe a few days of pay.

Pay – minimum wage standards and while school in session various constraints. Overtime rate applies to all staff some exempt from minimum wage and overtime due to recreational facility, but not accepted at LNSRC. Manager is exempt due to supervisor and salary. Narh and Tony and swim coaches will need to keep an hourly time sheet. Kept on site and include hours worked and document unpaid breaks and unpaid lunch breaks. Have to either limit to 40 hours a week or pay the overtime. Discussion on labor laws for swim coaches and tennis pros. Overtime will be paid. D Mitchell will go over with Narh.

Tony does website and other items. Would like to discuss with labor law representative. Kevin will talk to labor attorney about exempted Tony and Narh. Table discussion on having manager do other duties that would act as tennis director to avoid labor law issue. Have integrity issue with Tony and that needs to be addressed by the board with him directly. Not allowed to have a function taking more than one court. Need to have all of the issues listed for to be addressed with Tony.

Nancy questioned if card is taken and playing tennis after pool is closed. Guard should take the cards to the tennis players before shack is closed.

Capital improvements - special design estimate for services 600 – 800 not to exceed \$1000.00 . Motion to accept approved

Meeting Adjourned.

Respectfully Submitted