

Little Neck Swim and Racquet Club
Monthly Meeting
May 19, 2008

Board Members: Margaret Derrick, Ken Inglesby, Daryl Mitchell, Carole Sharpe,
Jeanene Wolfe, Kevin Stewart
Committee Chairs: Mary Vance, Nancy Hansson, Grace Carlson
Staff: Shawn Sabia, Narh Tetteh
Guests: Amy Courtney

Meeting opened by Margaret. Requested any changes to the April minutes. Motion to approve by Ken. Seconded by Daryl. Minutes approved.

Email votes were as follows:

- Vote to approve no more than \$1500 to be spent on umbrellas for the pool deck. Approved unanimously
- Shawn presented quotes for repainting the pool slide:
Powder coating by Precision Powder coating - \$13,500
Custom beach Painting - \$875
Target Group - \$1250
Shawn recommended it would be worth the extra money for the Target Group. They were more professional and said they could have it done in two days. None of the painting companies were willing to take apart the slide to paint the rails. Vote to get slide painted. Approved by six votes to go with the Target Group for \$1250. Kevin Stewart was out of the country for this vote.

President's Report – Margaret Derrick

Online court reservation system needs to be voted on. The two programs are Tennis Connect (TC) and a program that Tony created. Grace stated the tennis committee looked at both. They voted on the tennis portion only and they felt the tennis portions were comparable, and they did not need the extra functions offered by TC. The committee felt we should try Tony's first before we moved forward with another program. Margaret stated the other program, TC, has a lot of versatility for use with other areas of the club. Shawn stated that in addition to the reservations, there are online court usage records, it allows members to find a match, it includes membership to an online tennis community, it has a program referral portion which could build on participation in events plus it has an events calendar with sign-ups to make keeping the calendar easier. It can also allow members to pay online if we choose to use that service. Payment is done through the Active payment system. Margaret asked if we can add Active later if we want it and Shawn stated we can. Kevin asked if it would lay under our current website or if it would take the place of our website. Shawn stated we have the option of having it as an addendum or have it take the place of our site. They will make it look like our site if we have it as an add on so it will be seamless to members. Shawn said they are also working to develop software to track ladders too. Margaret stated one of the board concerns with Tony's program has been with Tony's responsiveness to the board. When the Insrc.net site went up, we had no input and it took several times of approaching him to get it down, plus, when he is busy, he may not have the time to keep it current. Grace stated it was her understanding that he would only provide the service

but the club manager would do the information input. Shawn stated that currently his website dates are wrong and has not been kept up. Jeanene was concerned that Tony cannot work on any bugs during the day if we have problems, if he has tennis lessons, like a company that does this full time could. Margaret asked if there were any other questions or concerns? Ken made a motion we vote to accept the manager's suggestion to go with TC. Approved unanimously. Margaret stated another issue is the work that Tony has put into his program. We need to recognize his work and provide him some compensation. Daryl asked if there has been a quote for the pricing. Shawn said there was a one time set up fee of \$500. Grace felt the \$500 is low since he was doing it as the tennis director at the time. Ken stated part of the reason we are not going with his program is that Kevin spent months last year trying to get a price out of him and his response time has been too inconsistent. Grace feels this delay might have been that last spring he didn't think he was going to have a job. Margaret stated that any way about it, it seems we can compensate him for his startup fee and the ongoing monthly fee would have been for ongoing work. Daryl said we originally set a budget of \$2500 so we will still be under budget if we compensate him and go with TC. Ken stated we should not be asking the tennis committee for monetary decisions and this payment is really an olive branch since the board members disagree that he was asked to create a program vs. asked to give a quote about what it would cost to create a program. Ken moved we pay Tony \$500 for his efforts but we will not purchase the program. The motion passed unanimously. Grace asked when it will be up. Margaret stated after the pool opens.

Manager's Report – Shawn Sabia

The slide painting will be finished tomorrow, they sanded and treated it chemically to make the rust a paintable metal, had CPR and lifeguards recertifications last week, it went well and everyone passed, also had employee training, mushroom pump went down last week but it is up again. Daryl stated we have coverage with a \$2500 deductible on some of our equipment so we need to keep this in mind for future claims. Shawn said a gentlemen came from the insurance company and said he did not need to inspect our equipment. We have all permits for pool and snack bar, some other maintenance items being handled by college staff, painted snack bar walls, painted hitting wall, cleaned guard shack. Shawn is still actively working with Trafford and Dominion on the damaged tennis court claim. Underground inspectors have been out here but Shawn has continued for the last month to try to get a response from Trafford and still is waiting on a claim number. He has left messages at the office, cell phone and emails but is not getting a response. Kevin stated we need to get a letter from an attorney at this point. Grace suggested maybe Kevin Rack will write a letter. Daryl will stop by the office and see if he can get a face to face response. If that doesn't work, we will draft a letter through an attorney. Grace will pass this information on to the tennis committee.

Shawn gave dates for the newsletter with some pool closing dates, and swim meets. Last year we closed early on July 4th so folks could go to the fireworks. Kevin stated there were a lot of complaints last year about closing the pool on Friday nights before swim meets and with the pool also opening later on the days of meets. Carole stated we really need daylight to do the setup since it is a lot of work but we are open to suggestions. Margaret asked if we could go to minimal use and only have the mushroom pool open. Carole stated the issue is moving the bleachers and the safety of the kids while they are being moved and then the kids playing on them. Carole said we do support a swim team and it adds to our club and brings in members so we need to

understand that there is a commitment that goes along with that. Kevin asked if we can stay open to 8:00? Carole felt that may be too late but we can look at a compromise by keeping the mushroom pool open. Grace was concerned that the mushroom pool would then be overcrowded and unsafe. Carole said if we get the information out in a better manner, it may not have members upset. Amy stated she used to manage pools and once you bring in equipment that is not regularly used, you create safety issues. Jeanene agreed that better communication will help this situation and we should post these dates on a poster for opening weekend as well as putting them on the website and in the newsletter. Carole suggested we start with the first Friday closing at 7:00 and time it to see if we can move it back. Ken suggested we hand out copies of the schedule that first weekend and Kevin suggested we put up the sandwich board with a sign the day before any closings. Ken asked if we should stay open until 9:00 this Monday night even with school the next day and Margaret said we will do 8:00 instead.

Buildings and Grounds – Ken Inglesby

Kevin brought up that the weed issue is still bad, the sign bed looks terrible and it still never seems to get better, why doesn't our contractor take care of this, also, the pavers look terrible with the grass, we can use an environmentally friendly product to kill the grass. Shawn stated a group of boys scouts are coming on the 31st to weed. Shawn said the mulch will be down this week. Amy thinks the place looks wonderful. Jeanene would like an entrance sign; no one else felt this was necessary.

Membership – Mary Vance

There are 334 active regular members, 46 active annual members (7 new regular and 15 new annual included in that count). We still have some outstanding membership fees and they will now have a \$25 late fee.

Social – Nancy Hansson

We need to resend the Memorial Day evite since a lot of members did not receive it, burgers and dogs will be served from 1:30 – 3:30 with the whole event running from 1:00 - 5:00, asking for members to bring dishes to share; still need to work with Shawn to get bracelets or something to know who has paid for future paid events such as the Wednesday night dinners.

Swim Team – Carole

There are 286 swimmers with maybe 20-40 more still to sign up, got approval last year to do a Red Cross swim-a-thon during practice and it was a hit so they would like to do it again. There was a motion for swim team to have Red Cross swim-a-thon by Ken with a second by Kevin, passed unanimously. We have 5 or 6 assistant coaches to work with the younger kids.

Tennis – Grace Carlson

Having a May 31 adult social, evite went out yesterday, sending out a reminder about summer clinics and camps, child-parent tournament not yet rescheduled by Stacy, Barbara is in the process of getting information to have the French Open event on June 7th (women's final on Saturday morning), looking into renting a TV, needs to be a good quality picture since so many members have a nice TV at home and we want them to enjoy this event. Margaret had concerns about publicizing this with the date just around the corner. Barbara is hosting some mid-Atlantic region juniors and has proposed an exhibition during that time around June 18th, in the middle of the week and plan to use 4 courts or less, Grace stated the committee does not need approval due to the court

number. Ken said this rule was with the assumption that these things will come to the board for input. Margaret was still concerned that we give plenty of notice to the membership so it doesn't seem like we are constantly putting things together at the last minute, it would be nice to have a month's notice for these events. Grace said they will try to give more notice but it was only brought to the committee this week. Margaret said 30 days notice would be nice. Mary agreed that 30 days is fine. Ken stated we would like the court usage form to be filled out for multiple courts even if it is under the number needed for board approval. Amy said it helps keep the precedence of who has the courts first if others make a request. Grace said they work closely with Shawn, so do we need to fill out a form with the pizza parties? Kevin suggested they fill out one form for the recurring events. Grace agreed they can do that. Mary suggested a little box at the top of the form indicating if they need board approval or not so Shawn will know if he needs any follow up. Grace stated the board is so difficult to work with, you keep changing your mind about what you want. Kevin felt we have put together events in the past on very short notice and the notice is not a problem, it just makes things easier on everyone if we have better documentation. Margaret said this is for informational purposes for the whole membership. Ken said we do need forms for multiple court usage even if there is no need for board approval. Grace said this is new, the form was not needed in the past. Ken felt that there was a miscommunication if this is what they thought. Margaret apologized if Grace felt like she was shooting the messenger, she apologized to her for the way she made her feel, she would like to see a consistency to the way the information is communicated. Ken stated the intent of the form was to give the board insight so when members ask about court usage we can be aware of what is going on. Grace want to know if the social committee has to fill out a form. Ken stated no because the social events do not close down any of the facilities.

Grace stated the GTA tournament was brought up and that the committee was asked to support it, they assume that means man power and publicity. Margaret stated we are really just asking for your support in whatever way they need and Amy can tell you that. Grace stated the question came up about the financial issues and Narh being taxed on the income. Margaret said the board has discussed it and it is now the third year, and it keeps growing and improving, the paper trail has improved and we are doing better with handling the finances. Grace asked when they pay an entry fee, how is it broken down? Daryl stated we track the money under the GTA event so the expenses are taken out and the net profit is given to Narh to disperse to his charity. Ken said you can tell members that they can come to the board with these concerns and that burden should not be put on Grace to answer. Grace said it is on the calendar and the committee is ready to support this event. Amy asked what were the concerns with the finances? Grace said it was just a new member who wondered how the money was dispersed, trying to get on board with everything. Amy wanted to confirm that the club will allow us to have the money go through the club even though it is a burden to the manager but it helps them a lot. Mr. Woltman, a former tennis player with Narh in Ghana, is ready to have checks cut to the club. They are not ready to accept them yet but it helps to have it all be filtered to the club, the tax deductible issue is not really relevant since it is not a pure donation since they are getting something out of it for their money. Kevin said the issue is we are not a 501-C3 so even if there is no benefit, we are not the right category to write it off so it is a pure gift. Amy said this is not an issue for the people she is working with. The date is Sept 13th. Grace stated she would like Amy to start coming to the tennis committee meetings so they can start finding out what type of support they need and start getting involved. Amy stated they just need a liaison to help convey the needs and keep this line of communication open. Grace stated that for now this is me.

Amy said Ross Wolfe was willing to help too. Margaret suggested we move to accept the GTA on Sept 13th as presented on the event form with a rain date of Sept 14th for the tournament only. The motion was approved unanimously. Nancy asked if events have to end at 10:00? Daryl said it is a courtesy by recognizing that there is a clean up factor but all music should end by 10:00. Shawn said that events really can end at 11:00. Amy would like to put out some information about Mr. Woltman so everyone can have the background about his involvement. Margaret said this is a human interest event and doing so may create more interest. Amy asked if she is OK with her committee and Margaret said they are fine.

Capital Improvements – Kevin Stewart

Chris Hendrix has agreed to do the second prep of the renderings for free, we will only have to reimburse him for reproduction costs. As soon as that is done, we will put it out to bid and the scope should be a less expensive scope than we originally looked at. Kevin and Daryl are both working on the financing, Towne Bank has shown an interest but they need to figure out if their deal would offset the early pay off fee, so far they will give us a point but BB&T may also make an offer which would work in our favor. We will have to switch banks for our other accounts but that is not a problem. Carole said that when those drawings are done, the board would like to see them. Kevin agreed.

Rules – Carole Sharpe

No updates. The new rules are in the employee manual. We took out some policies and we need to revisit putting together a policy and procedure manual and include some of those in it. A lot of the information is in the employee manual.

Vice President – Ken Inglesby

Pro contracts: We have gotten feedback from pros about renting courts in addition to their own court and the fee would be detrimental for events where they are not making much money so for TTF or team play or any tournament conducted by the pros there would be a flat usage of fee of \$10 per court. Grace said there is confusion about what are the club sponsored events, this needs to be defined. Margaret said a club sponsored event is open to all members and the board has given approval for the event, financial benefit is not a prerequisite, ie the GTA event. Grace said Tony may want to get a group of kids together as a team and play other clubs. Margaret said he will pay a usage fee for those events if the event is held here. Kevin felt it sounded really cheap to go from \$10 an hour to \$10 per court. Ken said we will limit these to one time per month and Margaret stated these are not necessarily during prime time and with singles the fees collected are not much. Daryl said we discussed it is better to have these events and make it affordable than to not have them at all. Kevin suggested we leave the contract as is but stipulate that with board approval we can reduce the fee. Ken said we will add another paragraph that with TTF the fees will be reduced. Amy said that having been the reason the form was developed to begin with, she understands it was created to avert problems and would encourage the board to use it. You can see the fees on the form and choose for the board to reduce the fees in those circumstance. Margaret said Tony feels with the reduced fees he collects for TTF, it would make the events not worth his time. Kevin did not want a blanket policy to reduce the fees but would rather give the board discretion to reduce as appropriate. Grace asked when he would have to pay that fee? Ken stated it would be for an adult tournament or a multi-court clinic. Daryl said Tony was fine on all of it but he wants to promote the youth program without losing money. Ken will write a paragraph covering this issue and send it out. Margaret said

the contracts will most likely not be signed until June so we will have to make it retroactive.

Treasurer – Daryl Mitchell

We have a nice income coming in due to the open house. We have only one pay out, there was a miscoding error by Goodman that Daryl has fixed and will come out with their next report so the budget doesn't always exactly match up with their report, bought computer for the ID cards, will have a big bump in insurance in May due to some prepayments, we are looking good but he would like to reserve judgment until the end of May to see if we get more income, met with Faye Carbo of Creech Insurance, went through all of our coverage, most of the increases are with property due to the hurricanes, the bad thing is because of the slide, diving board, and serving alcohol, we are not a typical swim club which limits us from shopping the market. He asked her where we really are with our liquor liability, since we are not generally in the business of selling liquor, we are covered but she will look into it further and put it in writing, we have directors and officers coverage which was just renewed again (done every 2 years)

Meeting adjourned.

Respectfully submitted,

Jeanene Wolfe