

**Draft Colony Swim Club
Board of Directors Meeting Minutes
October 20, 2021**

Attendance:

Claudia Muncy - President	Benjamin Stubbs - Building
Janeen Baird - Vice President	Brian Lilly - Personnel
Anthony Truman - Treasurer	Celena Khatib - Membership
Nathan Hicks - Secretary	Jim Voss - Pool & Equipment
Terry Young - Operations Manager	Ryan Saling- Grounds

Committee Heads:

Terry Young - Operations Manager
~~Tim Zdrodowski - Swim Team~~
~~Kristen Davies - Swim Team~~

Members in Attendance:

Call to Order

- Meeting was called to order at 7:06pm by Claudia Muncy
- Claudia made a motion to approve the September 15, 2021 meeting minutes; Ben seconded the motion; all present board members (Muncy, Baird, Truman, Hicks, Saling, Khatib and Stubbs) voted in favor, none opposed

Membership Forum - None present

Committee Updates:

Swim Team: None present

Operations Manager: Terry reported:

- No update for Ops Manager, but can provide an update for Jim (Pool) and Brian (Personnel)

Board Member Updates:

Treasurer: Anthony reported:

- P&L statement was presented
- Met with Claudia to sign 990 for tax exempt.
- Received Census from US Bureau
- Estimated surplus in \$10k-\$15K.
 - Currently does not anticipate any higher expenses for the upcoming year other than the league meet.
 - Janeen mentioned that we will have the tree trimming and pruning this upcoming year. Southwest corner has a good amount of shrubs that could be taken out to add additional amenities (pickleball/gaga ball etc).
 - Terry mentioned that Jim got a quote on new pool lights (roughly 8k-9k) and it could be a new expense (unsure on the cost to just replace bulbs).
 - Janeen brought up the additional cost for the colony campout which we did not have during the 2021 season. Janeen also brought up the economic impact of the cost.

- Next meeting Anthony will present to the board an updated budget based on the feedback from the board. Claudia suggested that Anthony sends an email to the board asking for feedback if possible

Pool: No Report

Building: Ben reported:

- Nothing additional to report since everything is closed up for now.
- Terry mentioned that we might need to find a replacement for Cintas. Ben, Terry and Anthony will take a look at the items we order from Cintas to do an analysis on items we ordered to identify if there is an opportunity to switch to a new vendor. Ryan also volunteered to take a look at the costs. Janeen offered to send a few other vendors that could be a replacement for Cintas.

Grounds: Ryan reported:

- Talked to Janeen, they will meet next week to go over the property.
- Asked if we could send contractors in off season to do work. Janeen agreed, this would be ideal.
- Afterwards, Ryan will work to pull bids for contracts.

Personnel: Terry reported for Brian:

- Terry went over scoring for CSC staff bonus calculation and mentioned that Brian will be pulling the hours worked to determine bonuses.
- Claudia asked about availability vs hours worked in calculation. Terry said it was to encourage staff to stay until the end of season.
- Ben suggests that this may over complicate the bonus. Janeen mentioned it could have a negative impact on the staff if they come back or not.

Membership: Celena reported:

- Currently 246 on the waitlist.
- No terminations yet. Confirmed with Nathan that termination will be included in the newsletter

Secretary: Nathan reported

- Met with Corrie to go over duties and responsibilities for Secretary.
- Will share a draft of the end of year newsletter for the board to review and send thereafter.
- Updated the website for new officers.

Vice President: Janeen reported:

- She will review the bylaws and inquire when any changes should be done by.
- Now that the summer is ending, Janeen will follow up with the contractors on the quotes for changes.
- Janeen met with Robin last month to transition into the VP role.

President: Claudia reported:

- Went to bank with Anthony and Nate to update the bank account
- Meet with Truman to go over the treasurer position and pass off material.
- Meet with Jason to transition into the president role.

Claudia made a motion to adjourn the public meeting at 7:54pm. Jim seconded the motion; all present board members (Muncy, Stubbs, Khatib, Baird, Hicks, Saling, and Truman) voted in favor, none opposed.

Respectfully submitted,
Nathan Hicks
Secretary