

Meeting Minutes – Colony Swim Club Board Meeting

Facilitator:	Anthony Truman
Location:	Google Meet
Date:	11/16/2022
Meeting Time:	7:00 PM

Invitees/Attendees P = Present, V = Via Virtually / Teleconference, A = Absent

Invitees	Position	Attendance
Anthony Truman	President	V
Janeen Baird	Vice President	V
Benjamin Stubbs	Treasurer	A
Nathan Hicks	Personnel	V
Terry Young	Operations Manager	V
Benjamin Stubbs	Building	V
Celena Khatib	Membership	V
Jim Voss	Pool and Equipment	A
Ryan Saling	Grounds	V
Julie Eschmann	Secretary	V

Agenda

Agenda Topic	Presenter	Time Allotted	Meeting Minutes
Call to Order	Anthony Truman		Meeting was called to order at: 7:04 PM
Membership Forum	None present	N/A	
Committee Updates – Swim Team	Tim Zdrodowski / Kristen Davies	N/A	

<p>Committee Updates – Operations Manager</p>	<p>Terry Young</p>		<ul style="list-style-type: none"> *Gate was opened for pod pick up- still waiting on the pickup. *Coffee maker appt for pick up will be made *Furnace is turned on for the winter * Will call the Canton building Dept. about the slide installation <ul style="list-style-type: none"> - Is slide “like for like” – hoping to push for that - Will need local and state permit * Summary of employee survey 23 out of 31 guards filled out the survey <ul style="list-style-type: none"> - Guards felt that orientation and on boarding was satisfactory - Enjoyed food at in-services - Complaints about payroll – complications on getting into ADP at beginning of the season - Aim to have new staff in ADP by mid to late April * Board members to be aware of interservice schedule and other meeting schedules so that we can attend.
<p>Board Member Updates: President</p>	<p>Anthony Truman</p>		<ul style="list-style-type: none"> *October minutes approved. Seconded by Janeen and Nathan. * Bank account - Claudia has been removed * Julie and Adam to be added to the account <p>Member initiative in Jan/ Feb will be the needed capital improvements</p>
<p>Board Member Updates: Vice President</p>	<p>Janeen Baird</p>		<ul style="list-style-type: none"> * Will send out survey to board – then it will be added to the newsletter
<p>Board Member Updates: Building</p>	<p>Ryan Saling</p>		<p>Met with Ben and got a monthly check list of all that needs to be done.</p>
<p>Board Member Updates: Grounds</p>	<p>Adam Vincens</p>		<p>Met with Brian and Terry – walked the grounds and went over projects that need to be done and some that need to be addressed in the future.</p>

<p>Board Member Updates: Personnel</p>	<p>Nathan Hicks</p>		<p>Discussion on the bonus structure for the staff: Average was \$90 dollars - Bonus will go out after approved at board meeting - Bonuses based on hours worked and in-services and orientations - may need to have a minimum (\$50) and a cap (\$200) at how much of a bonus could be earned - Add incentives for WSI and LGI training. Vote – Keeping bonus at \$3000 spread out or increase it to \$4100. Extra \$ 50 LGI Extra \$ 25 WSI Anthony Truman made a motion to for bonus increase – 2nd by Ryan All in favor</p> <p>* Did Coaches get bonuses? Per Nate there was a 2022 pay schedule to give - Weber \$300 - Wayne \$300 - Ella \$150 Nate to follow up with ADP to see if that was given Nathan Hicks made a motion to give coaches bonuses – Anthony 2nd it – all in favor - look at making a yearly pay structure and membership dues increases * Discussed manager bonus and pay structure</p> <p>* Will transition with Brian this month</p>
<p>Board Member Updates: Secretary</p>	<p>Julie Eschmann</p>		<p>* End of year newsletter</p>
<p>Board Member Updates: Membership</p>	<p>Celena Khatib</p>		<p>New wait list family – puts us at 276</p>
<p>Board Member Updates: Treasurer</p>	<p>Ben Stubbs</p>		

Board member Updates: Pool	Jim Voss		
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Action Items - Open

R/Y/G Status is determined as follows: **Red** – Surpassed target date; **Yellow** – Equal to or within one week of target date; **Green** – Greater than one week of target date; **Grey** – Action closed prior to next meeting. Once the action resolution is notified, move to Closed Action Item list.

Open Date / Status Indicator	Description	Assigned To	Target Resolution Date
11/16/22	Celena to make link to board meeting functional	Celena	
	To determine who can put the slide in	Jim	
	Questions for the survey regarding capital improvements, and due increases to meet those needs.	Janeen	