

**MINUTES OF BOARD OF DIRECTORS MEETING  
FORT THOMAS SWIM CLUB**

**TIME:** 7:00

**DATE:** 01/10/17

**LOCATION:** Ft Thomas Library

**ATTENDED:** L. Bardget, T. Dougherty, R. Hasson, K. Henderson, J. Porter, C. Vogel

**ABSENT:** B. Barlow, B. Borchardt, M. Hellmann

**PRESENTING MANAGER:** TBD

Item	Discussion	Motion Made	Action to be Taken
Minutes from Last Meeting	Read and discussed prior meeting minutes (dated 12/15/2016)	Lori / Kathy	Accepted
Treasurer's Report	<p>Tony – Attended / Reported the following to the board:</p> <p><u>Financials</u>            \$69k Checking Acct            \$5k S&amp;D Acct            \$74k Total</p> <p><u>Bills Paid</u></p> <ul style="list-style-type: none"> <li>• Gas &amp; Electric ~\$300/mo (Heating concerns/Hazard)</li> <li>• County Tax</li> <li>• Sanitation</li> </ul> <p><u>Bills Outstanding</u></p> <ul style="list-style-type: none"> <li>• Swim Safe bill for \$1108 (\$510 Lifeguard suits, \$493 /shirts/ lanyard, \$105 for men's night OT pay) – Brandon to contact Swim Safe.</li> </ul> <p><u>Misc Charges</u></p> <ul style="list-style-type: none"> <li>• Club being billed \$21.75/mo for bank card fee</li> <li>• Meter Reading – Estimated v. Actual usage (Rebate Amount TDB).</li> </ul> <p><u>Board Discussion Topics:</u></p> <ul style="list-style-type: none"> <li>• B. Borchardt required as second signee on main checking account</li> <li>• C. Vogel to email B.Cook about S&amp;D account – R.Hasson will pick up from B. Cook.</li> <li>• Inspection and walk through with DuPont Plumbing.</li> <li>• Maintenance and inspection of defibrillator.</li> <li>• Re-strapping of chair purchased from Swim Safe (located in storage).</li> <li>• Need to setup manager's account and remove Swim Safe.</li> </ul>	Lori / Chris	

President's Report	<p>Jack – Attended / reported the following to the board:</p> <ul style="list-style-type: none"> <li>• Proposed we provide a small recognition for outgoing board members.</li> <li>• Committee supported and approved Jack's proposal with a unanimous vote (6-0) to invite outgoing board members to the dinner and offer them five additional guest passes for their service.</li> <li>• Discussed and reviewed open positions to be filled.</li> </ul> <p><b><u>Board Discussion Topics:</u></b></p> <ul style="list-style-type: none"> <li>• In a unanimous vote (6-0) the board approved extending an offer to Sandy Hurtt to fill the position of Pool Manger.</li> <li>• Board values Sandy's input for the hiring of two full time assistant managers – The board was in favor for having Kevin Nieporte as one of the managers with the other position TBD.</li> <li>• More discussions necessary to address the additional open positions such as part time assistant managers, front desk, concessions, lifeguards, opening and closing of the pool and bathrooms, and payroll provider.</li> <li>• Tony will contact Mike Veneman and determine what the cost is if we use Veneman as our payroll provider (~ 30 employees).</li> <li>• Board discussed SOP's (Standard Operating Procedures) for managers, cross training, and defining roles and responsibilities.</li> <li>• Discussed inventory tracking for concessions, long wait times, and potential for a cash only line</li> <li>• Board discussed inventory tracking / list.</li> </ul>		
Manager's Report	No Report - Manager TBD		
Swim and Dive	<p>Bob – Absent / No report</p> <p><b><u>Board Discussion Topics</u></b></p> <ul style="list-style-type: none"> <li>• Potential for a new dive coach</li> </ul>		
Membership	<p>Lori – Attended / Reported the following to the board:</p> <ul style="list-style-type: none"> <li>• 4 members turned in their certificates</li> <li>• Discussed the idea for an Alumni Pass / Membership</li> <li>• Materials for annual membership mailing needs to be completed by the next board meeting (Feb 7<sup>th</sup>)</li> <li>• Jack will write a welcome letter – will include in the annual mailing</li> </ul> <p><b><u>Board Discussion Topics</u></b></p> <ul style="list-style-type: none"> <li>• Lori to write up a proposal for Alumni Pass / Membership – will require vote by the board</li> </ul>		

Activities	<p>Kathy – Attended / Reported the following to the board:</p> <ul style="list-style-type: none"> <li>• Working on summer calendar</li> <li>• Discussed board dinner and menu at the boathouse</li> <li>• Reviewed guest list – Who do we want to invite next year?</li> </ul> <p><u>Board Discussion Topics</u></p> <ul style="list-style-type: none"> <li>• Board voted on no desserts (6 – 0) - Excepted cost \$38/per plate vs \$45/per plate w/ desserts</li> <li>• Board was open to alternative locations for next year if the boathouse continues to increase their prices and limit the menu.</li> </ul>		
New Business	<p><u>Board Discussion Topics</u></p> <ul style="list-style-type: none"> <li>• Discussed database and tracking system for the front desk – Projected cost to have a web based system built 120/hrs or \$3k - \$4k, estimated cost per hour \$34. The board expressed concerns with the cost.</li> <li>• Lori approached about a community service event for the VA. This will require the pool to close for half a day the week of July 17, potential conflicts with woman's luncheon.</li> <li>• Lori will invite her contact to a board meeting to assess the feasibility of the proposal.</li> </ul>		
Old Business	No report		
Next Meeting	Tuesday, February 7 <sup>th</sup> at 7:00 PM @ Ft. Thomas Library.		