

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

TIME: 7:00 pm

DATE: 02/07/17

LOCATION: Ft. Thomas Library

ATTENDED: Board Members: (B. Borchardt, M. Hellman, T. Dougherty, R. Hasson, K. Henderson, J. Porter, C. Vogel); Non Board Members: (Karen Jones, Jen Rehberger)

ABSENT: B. Barlow, L. Bardget

PRESENTING MANAGER: Sandy Hurtt

Item	Discussion	Motion Made	Action to be Taken
Minutes from Last Meeting	Read and discussed prior meeting minutes (dated 2/7/2017)	Jack / Bob	Accepted
Treasurer's Report	<p>Tony – Attended / Reported the following to the board:</p> <p><u>Financials (12/31/16)</u> \$71.4k Checking Acct \$3.5k S&D Acct \$74.9k Total</p> <p><u>Bills Paid</u></p> <ul style="list-style-type: none"> • Gas & Electric ~\$388 - Paid • Swim Safe bill ~ \$900 - Paid <p><u>Misc Charges</u></p> <ul style="list-style-type: none"> • Club being billed \$21.75/mo for bank fee (~\$260 / Year) – Team Unify • Board Dinner - \$1,300 <p><u>Board Discussion Topics:</u></p> <ul style="list-style-type: none"> • B. Borchardt collected S&D checkbook from Cook • Received Health Department Certificate to sell food • Need to setup manager's account and remove Swim Safe • Board discussed the setup of a debit card for Miscellaneous expenses (Concession stand, etc.) <p><u>Board Approvals</u> Board unanimously (7 – 0) approved to use Michael Venneman as payroll provider</p>	Lori / Chris	

President's Report	<p>Jack – Attended / reported the following to the board:</p> <ul style="list-style-type: none"> • Discussed and reviewed open positions to be filled • 2 FT Assistant Manger's (Kevin Nieporte – Approved), Second manager TDB – Will be handled by Jack and Chris ○ Board decided Sandy will be responsible for hiring the following positions: <ul style="list-style-type: none"> ○ Life guards ○ Concession Stand ○ Gate personnel • Jack discussed applications for summer employment <p><u>Board Discussion Topics:</u></p> <ul style="list-style-type: none"> • Sandy Accepted the Job as Full Time Manager • Board will discuss pay wages (salary and/or hourly) at the next board meeting on 3/14/17) • Board discussed ownership of Job Descriptions 		
Manager's Report	<p>Sandy – Attended / reported the following to the board</p> <p>Board Discussion Topics:</p> <ul style="list-style-type: none"> • Sandy discussed dual role capabilities and responsibilities • Discussed Miami products and bids to supply chemicals as well as vac repair (~\$429) • Reviewed options to open and close pool / pool cover (Randy Witt) • Discussed costs related to not having a pool cover for the 2016 swim season • Sandy to fill Life Guard positions (15 guards required) – 6 offers extended / 2 outstanding • Discussed additional responsibilities (scheduling / shopping for concession stand) • Pool Service backup – O'Brien 		
Swim and Dive	<p>Bob – Attended / reported the following to the board</p> <p><u>Guest Speakers</u> – Karen Jones and Jen Rehberger Karen (NKSL representative for FTSC) Jen (Parents representative for Swim / Dive Team)</p> <ul style="list-style-type: none"> • Diving and Champ Meet • Meeting the Team night (Wednesday, May 17th 6:30 – 8:30) • Kick off cookout (Thursday, June 8th at 6:00) • Team Swims against Newport at home (Thursday, July 13th), proposed buying Skyline (yearly tradition) – Board was supportive 		

	<ul style="list-style-type: none"> • Scrimmage at Highland Country Club • Discussed updating record board – to be updated by Meet the Team night • Discussed raising NKSL fees by \$2.50 - \$5.00 standard (\$50 / \$70 / \$90) <p><u>Board Discussion Topics</u></p> <ul style="list-style-type: none"> • Board had a thorough discussion regarding separating the duties between the head manager and head coach for swimming • Board voted (6-1) to separate out the head manager position and the head team coaching position • Bob will post the position to local swim related websites, review potential applicants, and report back to the board • Jack will notify Sandy that the board has decided to have both a full time manager (Sandy) and coach (TBD) • If an experienced candidate cannot be hired we will extend the position to Sandy Hurtt for the 2017 season 		
Membership	<p>Lori – Absent / No report:</p> <p><u>Board Discussion Topics</u></p> <ul style="list-style-type: none"> • Lori to write up a proposal for Alumni Pass / Membership – will require vote by the board 		
Activities	<p>Kathy – Attended / Reported the following to the board:</p> <ul style="list-style-type: none"> • Working on summer calendar • Proposal for a couples night 		
New Business	<p><u>Board Discussion Topics</u></p> <ul style="list-style-type: none"> • Board Letter • Chris to speak with DuPont Plumbing (Inspection / Opening and Closing) 		
Old Business	No report		
Next Meeting	Tuesday, March 14 th at 7:00 PM @ Ft. Thomas Library		