



# Scottish Hills Recreation Club

## Board Meeting Minutes

January 15, 2017

1. Open meeting –Board members- Mark Boston, Roger Follas, Jessica Dixon, David Gettys, Christa Iozzo. Staff- Jared Taylor  
Dermot and Holladay - unable to attend. Hall unable to attend.
2. Secretary - Iozzo
  - a. Approval of prior meeting minutes (Oct and Nov)
  - b. Swim & Dive Team
    - i. Need for 2017 coordinators -
3. Business Manager - Christy Hall
  - a. Ready to make furniture order 3/15/16. Wait to allow some 2017 dues to come in. 4-6 weeks to deliver.
    - i. 30 lounge chairs
    - ii. 26 dining chairs
    - iii. 6 tables
    - iv. \$7361
  - b. Returning employees: 15 lifeguards, 6 concessions/gate, 1 archery instructor.
  - c. 4 lifeguards applying for assistant manager.
  - d. Interviews 2/4 and 2/11.
4. Pool Manager - Jared Taylor- Doing prep work on interviews. Manager interview will be held in March when college kids are in town.
5. Treasurer Report - Holladay
  - a. Who will send updated news letter and proxy to Holladay?
  - b. Goal mail invoices with Annual Meeting reminder by early February.  
Need to update proxy and newsletter, updated by Iozzo and send to Crystal for mailing prior to board meeting. Increased membership, and cleared more than expected.
  - c. 2016 year end summary- Board very pleased with 2016 results!
    - i. Cary City Meet Net \$18,864
    - ii. Net Income \$ -3,413
    - iii. Payroll \$107,303.39. \$3,256.61 under budget
    - iv. Annual dues \$5,535 under budget due to ½ off promotion.
  - d. Balance Sheet for tax purposes .
    - i. \$157,679.19 total assets as of 12/31/2016
    - ii. Vs \$174,288.35 total assets 12/31/2015. \$16,609.16 less- this is reason for increased dues and guest fees. We need to cover our fees.
    - iii. Cleaned up books this year. Numbers are not comparable with previous years for this reason.
  - e. Profit and Loss
6. Facilities - Howard - resigned, and files and keys turned over neatly.
  - a. Lighting Update - Dermot
    - i. Town of Cary permit rejected. Brothers working with required adjustments.

- b. Dive boards. Confirmed previous paint shop does not provide non slip surface. Recommendation to consider truck bed liner surface first for non-slip, and paint after. Jared to check with safety codes and manufacturer regarding this as a possibility.
- 7. Communications – Jessica Dixon-
  - a. Website updates for 2017 prices, hours. Send any changes for website to Dixon.
  - b. Board meeting minutes needed on website for Sept, Oct, Nov. Iozzo will send approved minutes.
- 8. Membership - Gettys will update on wednesday via email.
  - a. Working on audit to validate membership numbers in prep for Annual meeting.
  - b. Speak with Nancy Hall?
    - i. John kenny stock repurchase- about 5th on the list
- 9. BoD administration - Boston
  - Board vacancies: 1 - '18, 1 -'19, 3 - '20.

SHRC Policies:

- go to the website, <http://scottishhills.org/policies/>
- Print off the page, highlight any areas need updated, or improved
- SHRC Policies appears to be shortened user friendly version (4 pages) of Rules and regulations (9 pages)
- Items for consideration for change:
  - Change the word Policies on our Web page to say Rules and Regulations
  - \$4 Guest fee or eliminate number to simply say guest fee.
  - Increase guest fee for Opening Day / July 4th from \$5 to \$7 ?
  - 10 minute break on the hour needed?
  -

SHRC Rules and Regulations:

- go to the website, <http://scottishhills.org/wp-content/uploads/2016/05/SHRC-Rules-and-Regulations-revised-05-2016.pdf>
- Print off the page, highlight any areas need updated, or improved
- SHRC Policies appears to be shortened user friendly version (4 pages) of Rules and regulations (9 pages)
- Items for consideration for change:
  - Howard: suggestion of items to add for responsible behavior.
  - Age of children allowed to be at pool without adult supervision, currently 9
    - Hall & Taylor agree with 9 & matches other pools in area- board to keep at 9
  - Minimum age of child care provider allowed with parent written permission? currently 13 and 15
    - Hall & Taylor recommend 15 due to prior challenges with younger providers not able to keep track of several young children. Board to make it 15 in all places.
  - \$4 Guest fee, or simply "guest fee" to allow for future changes- board to make it just guest fee. Post guest fee sign. Allow a two week grace period.
  - Increase guest fee for Opening Day / July 4th from \$5 to \$7- board to make it \$7 for these two events

- 10 minute break on the hour needed- board to keep in place. Jared to not call as he sees fit.
- Frugal Friday starts at 6, only five guests for 1 dollar. Other members at party do not get to have 1 dollar guests. Add this to party reservation form.
- Boston to fine tune document and send out.

#### Annual Meeting

- Glenaire retirement Community, 4000 Glenaire Cir, Cary, NC. Reserved by Holladay. Tuesday, March 7, 2017. BoD arrive at 6:30, start at 7:30 - 9p
  - Elect board of directors, give summary of the year.
  - 2016 annual meeting minutes were not completed, or provided by prior secretary.
    - lozzo to prepare for 2017 meeting.
    - Recommend use slide show as minutes.
    - Add election results
  - Who will coordinate slide show? - Dixon
  - Who will provide lap top- Dixon and Boston will have back up.
  - Confirm volunteer ticket entry system for 2017 and 2018- David has list and will provided bag and everything to set up at the front desk.
- a. 2017 SHRC Business Plan. Attached for reference. Allows for new members to get acquainted with our goals.
  - b. By-Laws updates or changes for future consideration. Need to decide and make it known to the membership.
    - i. Suggest: Remove outdated amendments to aid the ease of reading the By-Laws. Keep outdated version of BL in archive file. Would like to make them more user friendly. Keep active living document on website.
    - ii. Should we lower stock fee back to \$400 dollars. Will discuss with new board.
    - iii. Reward members in a slightly different way. Give half membership to two families. Must be present to win. Put in slide show. Two bowls to pick from.
10. Mark to send email to Deb to find out about membership raffle winner.
  11. Jared out of town March 27 to April 12.
  12. Closed Session - BoD
  13. Adjourn Meeting at 4:00pm

#### SHRC 2017 Dates

January 15, 2017 - Annual meeting prep.  
 February 3 Staff Application due date  
 February 4 & 11 Staff Interviews 9 - 11:30.  
 February 19, 2017 - annual meeting final.  
 March 7 - Annual Meeting - 7:30 p.m. on the first Tuesday in March  
 March 19 - Welcome new BoD - All 2016 BoD members requested to attend.  
 April 8 Easter Egg Hunt  
 May 8 - 12: Lifeguard training:  
 May 15 Swim team practices begin:  
 Preview weekend May 20, 21: 12-8  
 Memorial Day, Monday, May 29: 10-8  
 Early Bird swim (Memorial - Labor Day) begins M, W, F 6a - 8a

Tuesday, May 30 - Friday, June 2: 12-8

Saturday, June 3: 10-8

Sunday, June 4: 12-8

Monday, June 5 - Saturday June 10: 10-8

Sunday, June 11: 12-8

Monday, June 12 begins summer hours:

M, W, F Early Bird 6a - 8a

M-Th 10-830

Fri-Sat 10-9

Sun 12-8

Close at 5pm on 4 July

Monday, August 21 begins: Monday - Saturday 10-8 Sunday 12-8

Monday, August 28 (school start) begins: Monday - Friday 4-8, Sat 10-8, Sun 12-8

Labor Day, Monday June 4: 10-8

Weekends only after if staff and weather permit 12-7 both Sat and Sun