

SHRC Board of Directors

Meeting Minutes 9.18.16

Location: SHRC

Start: 2:05pm

Attendance

Board members: Jim Howard, Dermot Allen, Mark Boston, Jessica Dixon, Crystal Holladay, David Gettys

Staff: Christy Hall

Others: Jody Barish

Guests: None

Minutes

1. Open meeting –
 - a. Welcome 2016 BoD, introduce any guests
2. Approval of mtg minutes 8/22/16 - motion by Holladay, second by Howard, motion passed.
3. Closing items needed for club
 - a. Saturday 9/24 Paint main building floors. Allen lead, support welcome; Member Pete Youstic also coming to look at PA system, has volunteered to help fix issues with it.
 - b. Saturday 10/8/16 Fall work Day 9 - 2 Allen lead, Howard support
 - i. Punch list items ready to lead volunteers - Allen will post punch list, collate supplies
 - c. Sunday 10/9/16 Fall Landscaping Day 9-2 Laura Scott lead
 - d. Saturday 10/15/16 Fall work Day II (rain date, backup if needed)
 - e. All services plan to be turned off by end of October
 - i. Lawn Care - Turn off end of October ? Howard will let Christy Hall know when to turn off - Turn on after 4/10/17
 - ii. Trash Service: 1 per month if needed, Sept? Last pick-up will be 10/20/16
 - iii. Water turn off – After 10/18/16. Where/who to store backflow preventers - Boston & Gettys will check their indoor storage space at home
 - iv. Internet: Off after 10/18/16. Hall to return equipment.

1. Allen to train Hall for independent turn on in spring.
 2. Who & Where to store computer over winter? Allen will take computer & tablets.
- f. Club Keys, alarm codes holder. BoD Secretary.
- g. Alarm codes:
 - i. Who should maintain? Business manager will maintain list & share w/ secretary
 - ii. Allen to train pass on to Hall & Iozza? Hall providing employee list to be removed.
4. Winterization Service close to open, contract with SE Aquatics Group (SAG). Motion Gettys, second Holladay, approved. Drew from SAG has been notified to include Howard in communications re: pool so he can back up Jared Taylor and has been asked to send us current insurance certificate.
 - a. Close pool systems, install cover \$985.
 - b. Winter algaecide \$845
 - c. Spring start up \$1100
5. Add removal of tennis court nets to workday punch list
6. BoD administration - Boston
 - As of today we have \$17,188 more cash on hand than this time last year, due to success of CCM '16.
 - \$12,500 is our estimated year end additional cash available for capital expense to maintain our current savings account level of \$57,800.
 - Without CCM 2016 we would be in the red today, and spending from savings the remainder of the year.
 - 7 of the past 10 years the SHRC has needed to spend from savings in order to maintain our facility.
 - ~ \$32,000 is our average funds needed for capital expense
 - We will not host CCM in 2017, need to cover our operating loss without CCM 2016, and need \$15,000 + of known upcoming capital expenses.
 - How can we generate \$20,000 in additional income in 2017 to pay our own way, without dipping into savings once again?

A little historical perspective to better assist our planning for the end of year, and future. As a volunteer organization with regular membership turnover it is too easy to miss learning opportunities from our past.

	Dues	Stock	Members	Expense	Assets
2003	\$350	\$400	400	\$1182,769	\$95,764
2004	\$400	\$400	400	\$210,833	\$120,142
2007	\$400	\$500	420	\$216,960	\$129,544
2010	\$450	\$500	419	\$247,017	\$107,510
2011	\$450	\$500	405	\$284,468	\$57,311
2012	\$350-\$450	\$500	380	\$219,950	\$68,727
2013	380-480	\$500	374	\$242,000	\$76,891
2014	380-480	\$500	347	\$246,625	\$56,812
2015	380-480	\$500	299	\$220,960	\$57,812
2016	390-490	\$500	320	226,700	\$58,000
2017	400 - 500	\$500	340	235,000	\$60,000

A few details to better understand the numbers:

- 2003 increase annual dues from \$320 to \$350. Max membership of 400.
- 2004 increase annual dues to \$400. Max membership of 400.
- 2007 increased max membership to 420 due to local pool closing. Increase stock to \$500 for new members. A high point of club assets.
- 2010 increase dues to \$450, first decline in total membership. \$22,034 spent from savings.

- 2011 membership decrease to 405. \$50,199 spent out of savings. Re-plaster pool, New drains due to new regulations.
- 2012 membership decreased to 380. Introduced Single, Double, Family membership to help retain membership. CCM year. \$11,416 added to savings for future.
- 2013 membership decrease to 374. Annual dues increased to \$380 - \$480. \$8,164 added to savings for future.
- 2014 membership decrease to 347. CCM year. \$20,179 spent from savings.
- 2015 membership down to 299. \$1583 added to savings. Postponed security lighting due to concern over viability of CCM in 2016.
- 2016 membership increase to 320. Successful CCM provides ~ \$12 - \$15k available funds for capital improvements.
- 7 of the past 10 years we have dipped into savings to cover cost.
- Club expenses remain relatively fixed regardless of the total membership level.
- ~ 58 new members, \$240 off. \$14,000 less income in 2016 with 1/2 off promotion
- ~ 15 net new members (15 of 20) for 2017 ~ \$7500 additional annual dues expected in 2017.
- 2017 potential for new members due to Silverton pool likely to be covered with bubble for all season use.

1. Treasurer Report - Holladay

- a. Treasurer responsibilities and stock refunds - BoD clarified resignations must come from member and stock refunds go only to members
- b. Balance Sheet
 - i. \$74,564.43 bank accounts. \$11,383.92 more than YTD 2015
- c. Profit and Loss
 - i. Net Income \$26,191.87 ytd vs. - \$4,725.66 ytd 2015
- d. Payroll

- i. Continues to be consistently less than ytd 2015
 - ii. Ytd 2015 payroll = \$117,223.41
 - iii. Ytd 2016 payroll = \$101,170.57
 - iv. \$16,052.84 less payroll expense ytd 2016 compared to ytd 2015
 - e. How can we make the treasurer's job easier?
 - i. Consider direct deposit for payroll
 - ii. Need someone experienced with QuickBooks to be treasurer, preferably someone with CPA experience.
 - iii. Accountant we use for taxes is very helpful. We could pay someone to handle all financial items but this would be expensive.
 - f. Propose that CCM net profit NOT be included in operating budget in 2018, in case the event does not happen due to weather, etc.
- 2. Essential end of year capital needs
 - a. Valve replacement (bubbles) \$1675. SAG, motion to approve by Dixon, second Holladay, motion passed.
 - b. VGB skimmer covers. Status update.
 - i. Potential problem replacing only 2 missing 6" covers. Cannot open without them.
 - ii. Investigating replacing all at same time with 4", now standard, reengineer & recertification. ~ \$1060. Delay until spring so new covers are not subjected to winter weather; will need to go into 2017 budget.
 - c. Furniture - estimated costs below. BoD recommends Hall order in mid-January. Will need manpower to bring them in from the parking lot after delivery.
 - i. 32 lounge chairs. \$134 each. \$4,288
 - ii. 6 tables. \$134 each. \$804
 - iii. 4 umbrellas. \$140 each. \$560
 - iv. 4 umbrella stands. \$75 each. \$300
 - v. \$7824 total (probably closer to \$8500 per Hall due to price increases).
 - d. Sound System Needs:
 - i. front desk mic now not working,
 - ii. amp still cuts off.
 - iii. FM antenna not working
 - iv. Request to bring Mr. Howard into the loop for needed repairs.
 - v. In process. \$500 - \$3000 estimated cost
- 1. Lighting update
 - i. Problem: Duke no longer services 2 wooden pole security lights. 2 of 3 are out. Poor night security lighting. Poor lighting at dusk during swim meeting requiring rental of portable lighting.
 - ii. Options of how to solve lighting problems

1. in pool light, shelter security lights, still a chance we will need portable light for swim meets. ~ \$3,000
 2. wooden pole lights, existing lights. \$5,500
 3. wooden pole wiring, LED lights. \$7,870
 4. 4 metal poles, 8 LED lights. \$7,540
- iii. Recommended solution for the best long term value is #4 for scope of work with caveat of looking at options for different fixtures and clarifying "bullhorns" - proposal by Brothers Lighting + spend \$1000 for in-pool lighting to be checked & cleaned by SAG. Motion by Dixon, second by Allen, motion passed.
 - iv. Would need in-pool lighting updated and some deck lighting added if we are to be permitted for night swimming in the future.
 - v. ** insert info here for members re: night swimming cost vs. benefit - number of hours per season that night swimming adds; no other pool in Wake Co. has night swimming permit

1. Communications – Jessica Dixon

- a. Insurance premium for 2016 was \$15,395
- b. Renewal premium for 10/1/16 t 10/1/17 is \$14,135
- c. \$1260 lower cost
- d. Member Survey results - keep them in mind for 2017 planning. Continue to update members on what things are getting done via member emails.

2. Membership – David Gettys -

- a. Cary Christian Fund Raiser gift.
 - i. Giveaway item - full membership dues fee for summer w/ option to pay stock fee and application fee (\$600) at end of season.
 - ii. Provide in gift basket to market club to attendees
 - iii. Debbie Tomasko to be take care of putting prize together and getting it to the requestor.
- b. ~ 58 new members, \$240 off. \$14,000 less income in 2016 w/ promotion
- c. ~ 15 net new members (15 of 20) for 2017 ~ \$7500 additional annual dues.
- d. 2017 60 new applicants (\$150 off) = \$9,000. 20 new for 2018 \$10,000
- e. 2017 Membership promotions

- i. Free, Reduced for Vets, PD, FD, EMS - first year only?
- ii. \$100 off new members before June 7th
- iii. Additional \$50 off when stock is paid in full at application
- iv. Mass mailings via direct mailing? We have a member willing to help (Mark Germano).
- v. Finalize plans by November board meeting.

1. Capital Plan Prioritization for future needs

- a. Security lights \$9,000
- b. Roof ~ \$5,000
- c. Concrete Deck replacement sections \$.. \$5k - \$50k
- d. Ceiling , insulation, AC for office ~1,000
- e. Pool deck lights \$18,000
- f. Tennis courts \$50,000
- g. Frisbee golf \$1,000...
- h. ADA Lift ~ \$10,000
- i. Baby Pool conversion to splash pad \$...
- j. Surveillance cameras ~ \$300

2. Social – table until next meeting.

- a. Hall request to coordinate boat race, and Corn whole again in 2017
- b. Current insurer will allow alcohol on-site as long as we are not selling or serving it
- possibly for adult social night w/ Fortnight Brewery food & beer truck?

3. Closed Session (as needed) - BoD

4. Adjourn Meeting – 4:00pm

SHRC BoD 2016 Meeting Dates

August 21 – 5 pm Pool BoD meeting
 Sept. 5 Labor Day (Monday)
 Sunday 9/11/16 Last day of public swim for SHRC

September 18 – 2017 Planning. 2 pm SHRC BoD meeting. 4p Dog swim

Saturday 9/24 Paint main building floors.

Saturday 10/8/16 Fall work Day 9 - 2

Sunday 10/9/16 Fall Landscaping day 9 - 2

Saturday 10/15/16 Fall work Day II (rain date, back up if needed)

October 16 – Budget prep. 2 pm Eva Perry. Reserved. BoD meeting.

November 6 – Budget final. 2 pm Eva Perry BoD meeting

December - off continued 3rd Sunday

January 15, 2017 - Annual meeting prep.

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