



Scottish Hills Recreation Club  
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## Board Meeting Minutes July 16, 2017 4-6 at SHRC

Open meeting Begin at 4:00pm

Board members: Boston, Iozzo, Arndt, Viau, Snyder, Stelmack, Angel

Employees: Hall and Taylor

guests: Tomasko

Secretary - Iozzo

- Approval of June 11, 2017 meeting minutes- Added names to attendance list. Minutes from June passed.

### Dive Team - Jacquelyn Mason

- The dive team completed all their meets, the TDA and finished 4th overall (out of 5).
- The team did amazing this year and we should break even or come very close.
- Our banquet is Wednesday evening, 7/19/17/.

Request:

1. We are looking at hosting a car wash in August at the pool if we can - on a Saturday or Sunday afternoon.

We would bring the supplies, we just need a place to hook up the hoses and would like a suggestion on where the car wash should be- in the parking lot? Where is the easiest and safest?

Board to discuss is this the best option? Could they do concessions at meets instead? Had 2 dive only memberships. Could we take the extra funds and do advertising? A car wash could bring community together. Hand out flier about pool and dive team only memberships. Have events planned on the 12 and 26th. Could do it on the same day as movie night. Manson did a good job managing the team and there is a family that would like to offer help.

2. Also, our coach Kenji's parents have a crepes food truck and I wanted to know if we can set up the food truck one weekend to raise money for the dive team.

- Is there an open weekend where we can have the crepe food truck onsite - say a Saturday afternoon?
- We want to raise money for the upkeep of the dive boards or the purchase of new ones. Should we do truck in conjunction with the car wash? Can offer our food truck proceeds to them instead. Need to know menu for the crepe truck. Give details to Michelle to coordinate.

### Swim Team - Tomasko & Barish

- Currently seeking potential replacement coordinators for leadership roles 2018
  - Operations Logistics coordinator- Crystal Holladay
  - Coaching coordinator- Devon (or Debbie) Barker
  - Swim meet coordinator

- Should we increase cost of wim team? Deb to ask TSA to do a survey to see what other pools charge. Get an idea if we can support the increase. We offer a sibling discount.

### **CCM 2018 - Tomasko**

- Coordinator needed- Deb Tomasko willing to lead it again. Need to divide up responsibilities. Volunteer list only swim and board members. Need to get others involved. Need to make it a community event. Add surcharge to dues if you do not participate in a volunteer event during the year. Is this something we can do as a member owned pool. Discussed in the stock committee meetings. How do we monitor the volunteers? Require a three hour minimum for the volunteer at one of three events: fall work day, spring work day, CCM.
- Member support is critical
- Fulll BoD support is required and essential
- July 14 or 21 2018
- Silverton wants to swim here in September as their facility will be closed for construction. Want lanes in afternoon 3:30 to 8pm Want to bring covers over with them to keep heat in pool. Open for board discussion.
- Would like to put together everything in the same place as last year.
- All American willing to come out to our event.
- Todd to get past budget to Deb and she is going to put together a budget plan for CCM

### **President - Boston**

- Silverton Rental complete. \$3905 per week for 3 weeks. \$11,715 total rental income. Look into staff and costs of running pool till September for the Silverton rental. Would have one person here, no life guards. Their insurance does not require lifeguard.
- Member question: Do we allow e-cigarettes inside the pool fence?
  - Does SHRC No Smoking policy include ecigarettes?
  - Manager feedback / response to member?
  - Board decision is that to treat them the same as regular cigarettes. They are NOT allowed on the pool deck.
- Scouts pack 200 and water day Sat 8/19 9 - 11 am. Approved. All in favor. Stelmack and Snyder to open SHRC 8:45 and support. Good opportunity to have guest passes available to attendees not familiar with the SHRC.
- Make sure this is not the same date as car wash as water pressure is not good.

### **Vice President - Snyder**

- Electrical grounding update. Passed grounding inspection. Reached out to Paul regarding an update. Have not heard back. Permit is not closed.....need to stay on this.
- Storage - can we purge offsite storage to consolidate onsite? Unit is empty!!!! All boxes have been gone through. Boxes well organized. All from mid 80's and 90's. Six boxes left to be stored. All being stored in file cabinet in office. Look for shred event. Savings of 800.00 a year. Ask about refund since we are paid up till September.
  - Paid through September 1st.
  - Required retention period for:
    - Taxes - 7 years
    - Payroll - 7 years
    - Membership records? Once stock repurchased.
- Stock Committee discussion 6/10/17, 7/1/17, 7/15/17. Big picture- send out questions to members to get feedback. Email any questions to Todd if you want it added. Next meeting is 8/12/17 to discuss. Will hold a Town Hall meeting with hopes that it meets numbers for voting. Want to be open and have everyone know what is going on. Want to get ahead of rumor mill.
- Want to start looking at budget to get buy in now well in advance of November. Todd would like actual expenses for last four years for Swim team, social, operations, facility etc....

### **Business Manager Report- Christy Hall**

- Membership report
  - Previous Report 290
  - Resigned - 0
  - Terminated - 0
  - Joined + 16
  - Converted -
  - Family Membership 263
  - Double Membership 33
  - Single Membership 10
  - Current Total 306
- 7/10/2016 Total Membership was at 319. 13 less total members than last year this time.

### **Pool Manager - Jared Taylor**

- Assistant manager has turned in notice. Should not affect the overall staff.
- Want to start recruiting now for next year. Maybe less managers and higher pay.
- Allowing Jared an extra 5 hours a week to help manage the staff.

### **Communications – Jessica Dixon**

- Can there be a backup for communications? With Jessica on vacation there won't be a membership email this week.MA

- Diana working to be backup to email member communications. Has not had time to connect with each other. Will work on it.
- Recommendation to bring back Weekly email announcement to membership (Thursday?).

### **Social - Michelle Arndt**

- 7/3 6:30 Boat race
  - results
- 7/4 4th of July Celebration
  - Results?
  - Lessons learned?
- Sunday July 16th, 2 - 4p. Fresh Ice Cream social.
  - Include and invite Silverton & Scottish Hills neighborhood
  - "Be Our Guest" \$4 guest fee for non-members 12 - 8p 7/16 Only.
- 7/29 Cornhole tournament 4:30- 8p Beer and food truck 6p
- 8/12 11:30-2:00 Games Pool races and potluck Lunch
- 8/19 Scout Pack 200 Water Day 9 - 11a
- 8/26 Movie night. Beer and Food Truck 5 - 8:30p
- 9/16 Adult social?
- October - Fall Festival- Food Truck event at the pool. Not just for membership. Invite food truck and band. Do we have capacity to hold an event like this? A festival would fall under recreational usage. Tie in to vendor sales of club members. Offer no charge tables for them to sell wares. Probably not enough time to plan one for fall, but maybe look to doing it in the spring. Whatever we do has to pay for itself.
- Food Trucks- got paid from Fort Night and Jordan Lake. Still waiting on check from BBQ place. Michelle will follow up with them. Getting better responses from food trucks because we now have a history with other vendors.

### **Membership - Diana Stelmack**

- "Be Our Guest" promo for other neighborhoods - Arndt?
  - Change to \$100 off after June 7
  - Laurel Park Outcome? Good result, 30 attended, 1 joined.
  - Applecross outcome. A few residents showed up early. Likely error by HOA communication to residents.
  - Good exposure, and recommend Bring a guest be continued and repeated.
- Google Docs usage for sharing documents update –

- Need to discuss potential privacy issues with storing personal information on Google
- Basic document sharing looks good. Need to discuss how to manage access to the documentation. We can allow one person to maintain the account for SHRC or multiple. There is one account for all to share.
- I had a request for email, but I don't understand the request. Clarification on Sunday would be good.
- Has been sending out Thanks You's. Send them out with a free guest pass for volunteering. Two volunteers gets two guest passes.
- Create log of things that need to be done at pool and send it out in the weekly email. Diana to create form and will get to Jessica to put in the next Friday email.
- Volunteers
  - Initial thoughts of what to do with volunteers for drawing in March 2018. Issue tickets for volunteers, based on number of 3 hour increments. Use tickets to create separate bowl to draw for half membership dues, presence is not required to win. Remaining tickets after drawing will be added to the attendee bowl for the second half membership dues, presence IS REQUIRED to win this drawing.

#### **Treasurer Report - Angel**

- Change of Authorized SHRC Capital Bank account representatives scheduled.
  - To be removed - Crystal Holladay
  - To be added - Alica Angel and Toddy Snyder
  - 2016 Board members resigned or no longer serving:
    - David Gettys
    - Jim Howard
    - Dermot Allen
    - Brent Hubbell
  - 2017 current Board of directors
    - Mark Boston -president
    - Todd Snyder - vice president
    - Alicia Angel - treasurer
    - Christa Iozzo - Secretary
    - Jessica Dixon - Communications
    - Diana Stelmack - Membership
    - Jeff Viau - Facilities
    - Michelle Arndt - Social
- Working to match and improve reconciliation for Square to Quickbooks. Need to figure out the best way to track spending.
- Should we look into having an outside source for only book keeping only? Find someone that is reasonable. Something like 5 hours a week as a paid position. Gives us two eyes over the accounting. Look at how we can put this into our budget. As the position turns over every three years it is a big job to learn and stay on top of. This would provide consistency as well.
- Report for May and June sent out on July 3rd.

- Review credit card expenses- need to have light billing adjusted from Hertz.

Start talking to people now to get them interested in serving on the board. Will need to elect three new people to the board.

### Facilities - Jeff Viau

- Storage unit is empty and boxes have been sorted ( thank you Christy) 38 boxes down to 6
- Fixed more rotten deck boards, to be replaced.
- Fixed gas leak in mower ( which was making shed smell)
- Things to fix at some point:
  - Outside lights in building (parking lot side). Maybe ask Darius to look into it. Look into finding a switch that turns that light on.
  - Ladder in deep end next to slide (Jared could give more detail)
  - Shower head was worked on. Is usable, but not fixed.
  - Need to get someone in to caulk before winter. Need to replace parts that are missing. Todd to send Jeff three names.
  - Mark to spray weed killer.

Meeting adjourned at 5:54pm

### SHRC 2017 Dates

Early Bird swim (Memorial - Labor Day) begins M, W, F 6a - 8a

Tues, May 30 - Fri, June 2: 12-8

Swim Practice begin 9 - 10 am practice? Plus 430-530, 530-630

Sat, June 3: 10-8 Corn hole tournament - Hill Taylor. Laurel Park

Sun, June 4: 12-8 Laurel Park

Mon, June 5 - Sat June 10: 10-8

Sun, June 11: 12-8

Mon, June 12 begins summer hours:

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

M-Th 10-830

Fri-Sat 10-9

Sun 12-8

June 6 - HOME swim team Time Trials. pool closes at 4:30p.

June 10, 9-10a Stock Committee meeting

June 11 BoD meeting 4 - 6p at SHRC

June 13 - Away swim meet at Silverton

June 20 - Away Swim meet at Olive Chapel

June 24, 9-10a Stock Committee meeting

June 27 - HOME swim meet Abbington. pool closes at 4:30p.

Mon. July 3 - Cardboard Boat Race 6:30p - Hill Taylor

Close at 5pm on 4 July - Social TBD

July 5 Wed. - HOME swim meet Walden Creek. pool closes at 4:30p.

July 11 - Away swim meet at Medfield

July 16 BoD meeting 4 - 6p at SHRC

July 16 Ice Cream Social 2 - 4p

July 18 - HOME swim meet Scotts Mill. pool closes at 4:30p.  
July 20 Thur - Swim team Banquet  
Sat. July 29 - Cornhole Tournament (food and beer truck) ?  
Aug 19, 9 - 11a Scout Pack 200 Water Day  
August 20 BoD meeting 4 - 6p at SHRC  
Mon, August 21 begins: Monday - Saturday 10-8 Sunday 12-8  
Sat. August 26 - Movie Night  
Mon, August 28 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  
September 17 BoD meeting 4 - 6 at SHRC  
October 22 BoD meeting 4 - 6 location TBD  
November 19 BoD meeting 4 - 6p location TBD