# Tecumseh Woods Board of Trustees

# Meeting

## February 28, 2016

## Board Members present- Curt South/V.P., Sean Ford/ Treasurer, Jeff Heath/Membership &HR, Emily Palmer/Social,

## Jill Trevino/Secretary, Andy Leininger/Maintenance, Sue Peltier, Kris Stewart.

Absent- Eddie Palmer, Maintenance

TW Members- Jeff Lange

1. Call to Order/ Role call- Vice- President Curt called the meeting to order at 6:00p.m.
2. Approval of minutes from last meeting- motion by Kris; second by Sean; all in agreement, previous minutes approved as written.
3. Reports
4. Vice President/Curt- Curt began the discussion regarding the revisions needed for the By-Laws as written. He and Kris have been working on them, Kris commented that they really are in line with actual practice. They need to reflect that they have been reviewed, but any actual changes to the By-Laws would need to be voted on by the TW Membership. Curt advised that the work on the By-laws review with identification of potential changes needed, will continue until completed.
5. Treasurer/Sean- Discussion of current financial status. There is currently about $8,100 total in the account. Sean discussed the potential savings of $17.00/month on utilities if we chose to have the property lights turned off during the off-season. Discussion among Board Members on this issue yielded the decision that the potential cost savings were not enough to risk the perceived security that the lighting provides. Jeff H. shared that the DNO and EPLY insurance would be able to be paid in 2 installments and the cost is about $1,000 less than last year.
6. Membership/Marketing/ HR-Jeff H- Jeff gave an update regarding current membership status. He anticipates that we may lose some life members to annual status, but the hope is that the change in membership fee structure will retain current members and attract new ones. The structure with associated fees is posted on the TW website. Jeff noted that we have not had many Members choose to pay early. Reminders have been posted regarding the deadline of April 15 to avoid being assessed a late fee. The number of memberships is somewhat fluid at this time, with a better idea of where we stand after April 15. Jeff stated that the number of members continues to be around 115. We continue to seek ideas for increasing membership. Kris shared an e-mail she received from Derek Reed (husband of Alex Switzer-Reed) who works in Marketing at Sinclair Community College. In response to her inquiry regarding suggestions for increasing our marketing efforts geared towards increasing membership, he offered several, most of which we currently employ. Jeff H. shared that the TW Website and Facebook both continue to increase the number of hits they receive, so it seems that updates and news are being seen by more members and potential members. Additional ideas for increasing membership were discussed among Board Members. The Board agreed to contribute some guest passes in response to the Piqua Youth Baseball representative request for a donation for a raffle. Board Members agreed that using guest passes for requests such as these did not cost TW anything and allows for exposure to potential members to see what TW has to offer.
7. Social/Public Relations/Emily-. Emily advised that she would soon be looking at the TW summer season calendar to put in some dates for events. Jeff H. offered that Dawn Widney has agreed to continue to manage the Chicken Dinner fundraiser again this year. Last year this event cleared a little over $1100. We will again plan a Tennis Camp or the summer, Emily is in process of securing an Instructor and will inform the Board when that information is known.
8. Maintenance- Jeff provided an update regarding the fix for the urinals in the Boys bathroom. Alexander’s Plumbing has advised that the push button flush is not available, levers will be installed. The work that they need to do which includes the drain work and lids will be about $500.00. The water will be turned back on in April and the work will be completed before the pool opens. Andy discussed the need for some replacement of the tubing running from the chlorine lines to the pumps. Kris suggested checking with Miami products to see what it would cost to just have them do it. Andy said that he could repair the Guard chair closest to the concession stand at no cost. The issue of securing a new lawnmower was discussed. It was decided by the Board that Eddie could pursue the purchase of the lawnmower at a maximum cost of $2400. Jeff H. will order the sealant material from Rob Humbert /Shamrock to us in March. The cost is estimated to be between $600-$800.
9. New business
10. Clarification and assignment of roles for current and future Board Member positions- Sean agreed to take on the responsibility of managing Payroll express. He will see that payroll is dropped off to them on the 10th and 25th of each month in anticipation of receiving paychecks on the 15th and 30th of each month. Kris agreed to manage the time clocks and time cards to assist with the process. Andy, Emily, Sean and Jeff H. now have access to the TW debit card/checking account.
11. Establish procedure for recruitment/elections of new Board Members-Kris advised that member Alex Switzer-Reed had volunteered to call members to inquire about possible interest of members to serve on the Board. There have been seven interested candidates and it is hoped that we will be able to obtain a few more to put on the ballot. .One has to be a Life Member to serve on the Board. Jeff will take care of the preparation and mailing of the ballots. Curt and Jill will be leaving the Board as their terms will be completed; there are the seats currently being held by Sue and Kris as a result of Board member resignations last year. There are 3 three year terms and 2 one year terms that will need to be filled. The three individuals with the highest votes will hold the 3 yr. terms and the two that follow will have a 1 yr. term. The membership is to vote for three candidates on the ballot and the ballots need to be received by 4/23/16 so that they will be ready to be counted at the Annual Meeting in April.
12. Kris asked whether the JVS students who built the garage might be approached about redoing the roof and perhaps some other repairs a part of their program. Jeff H. agreed to look into this.
13. Member comments- Jeff L. discussed some of the efforts he has made in getting the property cleared of branches, brush and trash. Spring Cleanup days are scheduled for Saturdays in May-7, 14 and 21 from 11:00am to 3:00pm.
14. Future Board Meetings- The next two Board Meetings will be held at the Chamber Office- Sunday March 20 and Sunday April 25 at 6:00pm. The future meetings will be at 6:00pm the 4th Sunday of each month at the Pool.

A motion by Sean, seconded by Jeff and affirmed by all was accepted and the meeting was adjourned at 7:20pm by Vice President Curt.

Respectfully Submitted,

Jill Trevino, Secretary