# Tecumseh Woods Board of Trustees

# Meeting

## July 20, 2015

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

## Eddie Palmer/Assist. Maintenance, Jill Trevino/Secretary, Andy Leininger/co-Treasurer.

Pool Manager/Andrew Lamphar, Ronnie Fitchpatrick/ Accountant, Dawn Widney/Chairperson/Chicken Dinner Fundraiser Event, TW Members- Jeff Lange, Derek Casto, Abby Casto, Betsy South (also Swim Team Coach), Alex Switzer-Reed, Kris Stewart, Ann Levering, Annie Koon, Jim McMaken

1. Call to Order/ Roll call- Vice- President Curt called the meeting to order at 7:00p.m.-All Board Members were present as the Roll was called.
2. Approval of minutes from last meeting- motion by Sean; second by Andy all in agreement, previous minutes approved as written.
3. Reports
4. Vice President/Curt- Curt began the meeting expressing thanks to both Jeff Lange and Derek Casto for their significant contributions to the Board and Tecumseh Woods operations and preservation. Curt invited their comments surrounding the decision to resign from the Board. Derek, who chaired Maintenance , expressed what he perceived as a lack of appreciation by members and what seemed to be .their focus on the everyday operational issues which should be directed to the Pool Manager and Guard Staff. These include stocking of restroom supplies, cleaning the pool deck of dirt and leaves and other like issues. Derek provided a history of the major issues which required much time and labor to manage both last year and this year, he noted that personally he had given at least 150 hrs. and a weeks’ vacation to devote to pool maintenance, acknowledging the assistance of several Board Members. Jeff L. emphasized that his resignation from the Board did not mean resignation from the membership, he offered his assistance whenever he was available for advisement to the Board, particularly with opening/closing procedures, some of which may be details others may not know. Jeff related that at this time in his life, the amount of stress he perceived as Board President was not something he wanted to continue. He expressed his disappointment in the continued lack of support from the membership along with the continued complaining aimed towards those trying to keep the pool operational. He cautioned against the use of the Capital Improvement Fund for Operations as that fund would then be depleted and the pool would be unable to open. Jeff also acknowledged his appreciation of those Board Members who have also put in many hours with him towards keeping the pool functional. The Board Member appointment process to fill the current vacated positions was reviewed. The Board may appoint a Life Member(s) for the remainder of the year. In April, if they choose, the appointed member(s) may be placed on the regular ballot for the annual election process. Jeff H. will solicit interest from membership via e-mail and suggestions may also be e-mailed to him. The By-laws require a 9 member Board of Trustees.
5. Co-Treasurer/Accountant- Ronnie advised that financial reports had been sent to Board Members via e-mail. To increase awareness of the current financial deficits in the operational fund as well as maintain transparency for membership, Jeff H. will send out the current financials to membership via an e-mail attachment. The information will also be made available in hard copy at the concession stand. Sean and Andy will be meeting with Ronnie to become familiar with the ongoing financial management of Tecumseh Woods. As previously stated, Ronnie has agreed to stay on in an advisory capacity through this summer but will not be involved after that time. Ronnie also advised that the renewal of our non-profit status needs to be submitted by the end of September with the individual name change as it is required every 5 yrs., the Board Members have changed since the last time it was required to be submitted. Ronnie stressed the importance of increasing membership and/or finding other ways of raising money as the continued viability of the pool depends on it.
6. Membership/Marketing/ HR-Jeff H- Jeff gave an update regarding current membership status. We have a total of 116 active members. There are 94 Life memberships. The rest are annual, honorary and inactive. We have had 11 withdrawals. The membership drive ($250 as of July 1 for the rest of this season) yielded 2 new members to date. Jeff stated that one of the big drawbacks- when the potential member asks the terms of membership for the next year and hears the fee, they are no longer interested. There are 18 unpaid memberships for which the status is not known. Despite multiple efforts, they have not responded to inquiries regarding their membership intentions. The ending membership total last year was 140, so to date, memberships have decreased. As noted in the last meeting, the biggest shifts noted have been from Life to Student and Life to Inactive status. These shifts further reduce the revenue available for Tecumseh Woods’s sustainability. Much discussion ensued among all regarding possible ideas to boost membership as well as satisfaction. Jeff H. made a suggestion to continue the membership drive with the following adjustment-as of July 27, new members may join for $200 for the remainder of this season. The $50.00 referral bonus for current members to apply to their 2016 fee continues to apply. Eddie made a motion to accept the suggestion, seconded by Emily. All Board members voted in the affirmative.
7. Social/Public Relations/Emily-the 2 Kid’s Day events have been disappointing, each time interrupted by stormy weather. The next planned event is for a Kid’s Night. The plan is for a movie to be shown and the kids will be able to camp out overnight .The date originally slated for Aug.7, may need to be changed due to the Music Warehouse event also occurring that night. Emily will review the August calendar and communicate the date via e-mail and pool posting once it is determined. The BYOB /Family nights on Fri. and Sat eve. were discussed. The Board had trialed this event in May and determined that it was well received by membership, last week-end there were 60 people in attendance. The question of whether alcohol is permitted according to the current By-laws was raised. The By-laws addressing this issue were reviewed and support special events approved by the Board for alcohol to be consumed on property. There are rules in place such as no glass containers, no swimming if consuming alcohol and the usual safety precautions always in place at the pool. The evenings have included a fire in the firepit with S’mores for the kids and there have not been any problems to date. A Board Member is present at each event, and any problems that would ensue would be managed by the Board Member. The Pool Manager and Guard Staff are not expected to deal with any problems that could occur. The Chicken Dinner event is planned for this Saturday 7/25/15. Dawn Widney/Chairperson for the event, stopped by the meeting to obtain money as well as leftover tickets so that an accurate count for the caterer could be submitted Tuesday AM. Dawn asked that Board members or any TW members who could help to come to the pool between 4 and 4:30 this Saturday to assist with managing the process. There is a station set up in the parking lot for those who want to carry out. There is another station at the pool for those who are dining in. Additionally a team of assemblers is needed to put the food into the Styrofoam containers. Nonmembers purchasing a dinner ticket will also be allowed to swim for free the whole day of the event. The idea of including a promotional flyer with the chicken dinners was suggested. Betsy and Kris agreed to combine resources and submit an original for Sean to supply copies for the event.
8. Maintenance/Derek-.Derek recapped some known outstanding issues to include the concession stand door which needs to be replaced, the light on the pole located in the SE corner outside the pool still needs to be fixed and he had planned to work on the potholes and did offer some advice for whoever may take on this project. The question was raised why the change was made to the Chlorinator for the pool in 2013. Derek advised that this was due to a change in operational requirements for pools, this was substantiated by Jim McMaken, Executive Director, YMCA.
9. Pool Manager/ Andrew-A schedule for swimming lessons provided through Guard Staff was proposed. The dates will be August 3through August 7 from 11-12 each day. Sign-ups will be at the concession stand and cost will be $10.00 for members and $15.00 for non-members. This plan is subject to having enough participants to make the instructor cost worth the effort. Andrew has been working on the tennis courts to prepare them for a tennis instruction camp. The plan is for this to be held the same week as the swimming lessons (8/3-8/7), times to be announced. He estimates the cost for filling in the cracks to be nominal, but will report the cost information to the Board prior to the repairs being made. Andrew discussed the recent visit from the Health Inspector in which a problem was identified with pool chemical levels resulting in shutting the pool down for a day to remedy the issue. Information obtained from the Health Inspector provided additional knowledge helpful to those managing the chemical balance. Several Board Members were present at the meeting with the Health Inspector which will help with ongoing chemical management.
10. New business
11. The attendance of several Tecumseh Woods Members was acknowledged and appreciated by the Board Members. Several comments included: acknowledgement of the hard work by Board Members and appreciation by a member, who also shared her view that the purpose of her family joining the pool was for fun and relaxation, not an expectation that along with membership dues members perform the maintenance work of the pool. Another member suggestion was to focus on the small things, (cleanliness and appearance of pool) and increased marketing. The trash/dirt issue has been brought to the pool staff attention and is second to their primary focus as Lifeguards. It would help if everyone could pick up items they see that should be placed in the trash. It was acknowledged that many years ago with membership having a waiting list, there were resources to hire a separate Maintenance employee. In more recent years, the Pool Manager and Guard Staff worked increased hours so that the maintenance issues could be managed. The resources with current membership numbers do not allow for either scenario.
12. Discussion ensued regarding the primary concern for the Board (and presumably the informed membership) that membership numbers will need to increase or there will not be enough money to open and maintain the pool on an ongoing basis. The alternatives include finding sources of capital beyond membership dues, looking for a Buyer or group of interested investors; or closing the pool. The consensus of those present is to find new ways of looking at memberships and associated fee structuring. One suggestion was to allow continued annual memberships for those who do not care about having voting rights. Another suggestion was to have a week-end only membership category. The Board will revisit this issue at the next meeting and welcomes suggestions from the membership.
13. Another member present suggested that financial statements be shared with the membership so that there could be an increased understanding of the resources and how they are utilized. This information has always been available to members, but not sent to them individually. Jeff H. agreed to send the financial statements as an attachment to members at their listed e-mail address. Printed copies will also be available in the concession stand for those who do not utilize e-mail. There is a section on the TW website where the Board minutes are posted shortly after Board approval, but printed copies of these will also be available in the concession stand.
14. Another comment duly noted was the need to develop some consistency in operations, policies and procedures from year to year. The By-laws have not been updated for many years and Curt has been working on them so that the By-laws clearly reflect the current practice. The current dated By-laws reflect a time that has passed and the updating of the document will help with establishing consistency.

The meeting was adjourned at 9:13pm by Vice President Curt. The next regular meeting of the Tecumseh Woods Board is scheduled at the Pool on Monday August 17, 2015 at 7:00pm

Respectfully Submitted,

Jill Trevino

Secretary