# Tecumseh Woods Board of Trustees

# Meeting Minutes

July 24, 2014

1. Call to order

Vice President Curt South called to order the regular meeting of the Tecumseh Woods Board at 7:00pm on July 24, 2014 at the TW Pool.

1. Roll call

The following persons were present: Curt South V.P.; Ronnie Fitchpatrick, Treasurer; Jeff Heath, Assist. Treasurer; Derek Casto, Maintenance; Kelly Meckstroth,Membership/Marketing; Jill Trevino, Secretary, Eddie Palmer, Board Member, Courtney Swabb, Pool Manager.

Absent: Dawn Widney, Social Director/Public Relations; Jeff Lange, President

TW Members in attendance- None

Approval of minutes from last meeting

. The minutes of the last meeting were approved as written- Motion by Jeff H.; second by Kelly, all in agreement to approve the minutes.

1. Reports
2. President- No Report.
3. Treasurer- Ronnie shared the current financials including the status of the current expenses/payments. All members had the opportunity to review the most recent financial information available to date and there were no outstanding questions. Ronnie shared that QuickBooks had been obtained and full implementation of the system will most likely be this Fall.
4. Membership/Marketing- Kelly shared that one additional member had joined since the last meeting. The $40 assessments were slowly coming in, active lifetime members specifically are being assessed; however the e-mail and snail mail notifications went out to the entire membership as it would be too confusing to try and make the separation between membership types for notification. Additionally, if members beyond the active lifetime classification would like to contribute, the funds would certainly be appreciated.
5. Pool Manager- Courtney reported that two new Lifeguards have been hired who are available to work through August. There have been some adjustments made in scheduling based on individual Guard job performance. She is satisfied with the current staff and stated that due to the variations in weather, fewer hours have been utilized than would have been expected at this point in the season. The temperature at which the pool opens was discussed. Traditionally, the pool opens when it is at least 70 degrees. Courtney advised that at 68 degrees there were members coming to the pool. The Board was in agreement that this was not a problem. The Guards have been busy doing lawn and pool area maintenance when attendance is low. There is a need for Lifeguards who will be available after High School and some colleges start until the pool closes on Labor Day. Communication from TW Member Sheila Friend was acknowledged and appreciated in that she offered assistance in opening the pool and also seeking additional Lifeguard help. Courtney will continue to be in contact with Sheila for coordination of these efforts.
6. Social/Public Relations- Dawn was unable to be present for the meeting, due to a family vacation, Kelly provided an update regarding chicken dinner ticket sales for the 8/2/14 event. To date, 203 tickets have been sold with the goal being 300 tickets. All were encouraged to sell more tickets to meet the goal. The 4th of July celebration activities at the Pool went well, planned and managed by the Pool Manager and guard staff. The Kids Day event on 7/11/14 was well attended and positive feedback was received. Dawn needs to have a final count of chicken dinner tickets sold by 9pm on Sunday 7/27/14, so that she may notify Romers Catering. 8/2/14 is the planned date for chicken dinners-$8/ticket; time 5:30-7:00pm; available board members are requested to assist with assembly of the dinners a couple of hours before the event starts. The August 16th Pirate themed adult party is planned. A discussion ensued regarding the need to recruit non-members to attend the party so that a profit can be made. The cost per ticket is $15.00/person. Dawn and Kelly are continuing to advise the Membership via e-mail Blasts whenever information is available to share.
7. Swim Team- Curt shared that the season is now over, TW finished 7th out of 8 teams in the league. Kelly shared that some feedback had been received regarding differences in the swim and dive team management. Specifically, swim team cancelled meets were rescheduled, cancelled dive meets were not rescheduled. The swim team had a pizza party, dive team did not have a party. Curt suggested that Kelly reach out to Carol Palmer who would know the appropriate contact person to address the issues.
8. Maintenance- Derek- discussed the current progress of the restoration of the non-functional Baby Pool. He ordered the necessary automatic shut off mechanism last Saturday (7/19/14) and assumes the order would be processed the next business day (7/21/14). He was told that it would take one week for the mechanism to be delivered and the installation would be quick. If all goes well, the Baby pool could be reopened soon after installation. The cost for this repair (parts, labor, tax, and shipping) is estimated to be about $1200.00. The good news is the suspected air leak under the pool is not an issue. Derek reported that the mower had broken down, but he was able to fix it. He has placed calls to the City regarding needed removal of trees that obstruct power lines. He will call again on Monday, hopefully the person he usually deals with will be available. There are other trees that need to be removed that would be that the responsibility of TW, this will be addressed in the Fall after the pool has closed for the season. Derek also suggested that we rent a stump grinder to get rid of the existing stumps and those that will be created when the additional trees are removed. Removal of the stumps will make the grounds aesthetically more appealing and mowing will be a lot easier. The other issue of concern is garbage on the grounds. Courtney reported that even setting the garbage out at 6am the day it is picked up has not prevented animals from getting into the cans/bags. Discussion yielded the suggestion that the Garbage collector be given a key to the garage and the garbage be kept there. He already has a key to the property, so a garage key would not pose any additional risk. The completion of the waterproofing of the pit will also need to be addressed after the pool closes. Other issues included estimates for roofing of the garage, (1,000.00) baby pool house ($250.00) and a cover for the new tank ($1200.00).
9. Old Business

Inspection Report- The Inspector dropped by early in the week for a repeat inspection. There were no problems noted, except a question about the grate in the main pool. Since the pool operates on a gravity system, there is no concern about the grate (possibility of dangerous suction not possible). Derek will call the inspector to clarify the issue. No one could remember repeat inspections during the same season, information was offered that the inspections are supposed to be monthly.

.New Business

Discussion continued regarding the staffing and operating hours after the 8/17/14 date when school resumes. Efforts will be directed at maintaining the hours of 12-8pm until the pool closes for the season.

The meeting was adjourned by Vice President Curt at 7:39pm. The next meeting is scheduled for Thursday, August 14, 2014, 7:00pm at the TW Pool.

Respectfully Submitted,

Jill Trevino, Secretary

Tecumseh Woods Board