# Tecumseh Woods Board of Trustees

# Meeting Minutes

September 18, 2014

1. Call to order

President Jeff Lange called to order the regular meeting of the Tecumseh Woods Board at 7:00pm on September 18, 2014 at the TW Pool.

1. Roll call

The following persons were present: Jeff Lange, President; Curt South V.P.; Jeff Heath, Assist. Treasurer; Derek Casto, Maintenance;; Jill Trevino, Secretary, Eddie Palmer, Board Member, Dawn Widney,Social Director/Public Relations.

Absent: Kelly Meckstroth/Membership; Courtney Swabb, Pool Manager

TW Members in attendance- None

The minutes of the last meeting, 8/14/14 were approved as written by all members present.

1. Reports
2. President- Jeff began the meeting with the reminder that the primary focus continues to be the repair and opening of the Baby Pool. More information regarding this issue will be presented by Derek in the Maintenance report. Jeff asked for feedback from Board Members regarding performance of pool management and staff over this past season. The previous observations of general cleanliness and trash removal upkeep were discussed. It was generally felt that progress was made as more attention and direction was provided as the season progressed. Courtney was unable to be present for the meeting but provided information for Derek to share with the Board. Courtney offered to provide suggestions to the Board regarding preferred selections for Guards next year. Discussion ensued regarding the observation of lack of initiative on the part of some of the Guards. This led to the idea of potentially designating Lead Guards who are in charge when the Pool Manager is not present. The observation was shared that the Guards needed leadership and supervision so that time is used efficiently when they are working. If there are three Guards on duty, two of them should be in the Lifeguard chairs, not two in the concession stand. The Guards should have check sheets which provide task information such as chemical addition, backwashing, pool sweeping and cleaning, etc. Currently it is believed that only opening and closing check sheets are being utilized. It is difficult to judge performance if it is questionable whether or not the employee understands the expectations and responsibilities. This idea of designating Leads or Assistants to the Pool Manager will be revisited at a future meeting.
3. Treasurer- Ronnie shared the observation that about $8,000 was needed to get from the 2013 to 2014 season. The budget started with about $10,000 and $1800 has now been added to Capital Improvement (as the result of assessments). There are still assessments yet to be collected and the swim team money (about $450) has not been added yet. There is $11,500 in the Operating Fund. It will most likely take $6,000 to get to opening next season.. All members had the opportunity to review the most recent financial information available to date and there were no outstanding questions. Jeff H made a motion, seconded by Dawn o transfer $3,000 from Operating to Capital if it becomes necessary due to the heavy repair needs and continued primary focus of the baby pool repair. There was some discussion about reevaluating the items sold in the concession stand and the vendors who supply them so that there will be limited waste and satisfaction of the membership. Ronnie indicated that the internet and phone have been cancelled (although it was observed that wifi was still working). Jeff L indicated that he would cancel the trash and arrange for the ice machine to be turned off.
4. Membership/Marketing- Kelly was unable to be present for the meeting but did send information via e-mail to the Board Members. She has arranged for 600 flyers to be included in an upcoming Piqua Chamber newsletter in an effort to inform a larger audience about Tecumseh with the goal of increasing membership. Jeff L. stated that although the Total Fitness promotion idea did not work out, we are still going to work on partnering with companies who may be interested in health promotion or just recreation for their employees. to being unavailable to be present for this meeting. She is continuing to review and update the membership numbers and classifications and shared that there are assessments outstanding. She plans to try and reconcile with Ronnie the accuracy of the disbursements. It was discovered that some of the money that should have been designated to assessments or other fees was just added into the concession money which has provided some confusion This will be an area of education for staff next year before the season starts. There was some discussion whether there had been any instance where a member had not paid dues at all for the season, yet had used the pool. This was not found to be the case, but discussion did reveal that members had claimed the early pay discount past the April deadline, and that others had paid in partial installments. The consensus of the Board was that the current rules do not permit these variations and that if any changes in payment schedules were to be made, they needed to be reflected in the by-laws after review and approval.
5. Pool Manager- No report.
6. Social/Public Relations- Dawn reported no further activity now that the season has ended. Jeff L. thanked Dawn for her efforts in pulling together a fun-filled Pirate Party. The only regret seemed to be that the attendance was not as high as what had been anticipated..
7. Maintenance- Derek- discussed the current progress of the restoration of the non-functional Baby Pool. He has received an estimate from Raynor Electric which he believes may be too high. He is going to continue to seek the most cost effective quality solution for the repair. Ronnie offered to contact a neighbor electrician, Derek will forward the necessary information regarding exactly what is needed so that some comparisons may be obtained. Derek is comfortable with doing some of the labor, but the electricity requires a certified licensed electrician to do that portion of the needed repair. The goal is to get this repair completed this Fall. The City contractor has agreed to take out the trees which affect the power lines and Jeff L.stated that it may be possible to coordinate the baby pool fix while the electric is off for the tree removal. Derek will continue to pursue resolution of this top priority issue. Other issues in the pipeline to be fixed include two leaks in the return lines gutters, hole in which pool water drained when pool was emptied for the season; coating on the top of the concession stand; roofing on the buildings (not the baby pool which seems O.K.); Derek is still working on obtaining a door and frame needed for the concession stand; lawn mower repair (replacement if necessary) and additional painting. There will be continued work at the pool his Sat. afternoon, including painting
8. Old Business

Issues regarding old business have been addressed in the individual reports.

The meeting was adjourned by President Jeff at 7:58pm. The next meeting is scheduled for Thursday, October 16, 2014 at Westminster Church (Dawn will check with Kazy to see if this is O.K.) or Greene Street as a possible alternative.

Respectfully Submitted,

Jill Trevino, Secretary

Tecumseh Woods Board