

RounTrey Pool Committee Meeting Minutes

12/06/2017

6:30pm

Clubhouse

Meeting called by: Daniel Maze – Chair

Type of meeting: Normal Meeting

Facilitator: Dan Maze

Note taker: Dan Maze

Attendees: Dan Maze - Barkham
Carolyn Smith - Barkham
Andi Minor – Barkham
Amanda Jones – Wivenhall/Spaldwick
Kim Rodgers – New Market

Did Not Attend: Joe Hamilton – Barkham, Carolyn is Proxy
Marlee Baird Herman – Wivenhall, Andi Minor is Proxy
Kristen Gilliam – New Market, Kim Rodgers is Proxy

Minutes

Agenda item: Call to Order, Roll Call, Quorum Call

Presenter: Dan Maze

Discussion:

Meeting called to order. Quorum achieved with representation and proxy. Motion made and approved to waive reading of the minutes of the last meeting.

Conclusions:

- Quorum achieved

Action items

NA

Person responsible

NA

Deadline

NA

Agenda item: New Membership Vote

Presenter: Daniel Maze

Discussion:

- There are two open spaces for committee members. The Board directive is to have all sections represented. The committee is in need of representation from Graythorne. Committee received two nominations from Graythorne Residents. Each spoke as to who they were and why they wanted to volunteer. Afterwards the committee hold an open vote

Conclusions:

- Jason Dowdy of Graythorne was voted in as a Committee Member
- Liz Resnick of Graythorne was voted in as a Committee Member

Agenda item: Organization of Committee into Subgroups

Presenter: Daniel Maze

Discussion:

- The past year sees broad “buckets” of work. The committee proposes to define these buckets and assign a member responsible to oversee. The assigned member is not responsible for completing all the work, but to guide the process of getting the work completed.

Conclusions:

- Operations and Life Guards – Daniel Maze is assigned
 - Liaison with Swim Club Management
 - POC for issues related to Lifeguards, Facilities, and Operations
- Communications and Registrations – Marlee is assigned
 - Oversee registration and updated access records
 - Oversee the timely communications to residents regarding pool items and issues
- Maintenance – Jason Dowdy and Dan are assigned
 - Oversee the general upkeep and repairs of the pool. Flag found issues to appropriate parties
- Swim Team – Amanda Jones is Assigned
 - Identify path to install swim team for RounTrey Residents
 - Champion swim club to Parent Volunteers and resident swimmers
 - Organize volunteer group necessary to operate and fund swim team
- Contracts and Finance – Carolyn is assigned
 - Keeper of Swim Club pool contract. Lead person for renewal talks
 - Oversee overall budget income and expenses
 - First look at proposed expenditures and recommend either no purchase or pass to Board for consideration

Agenda item: Address Operational Issues from Last Season/Swim Club Meeting **Presenter:** Daniel Maze

Discussion:

- Daniel Maze met with the Swim Club Director to discuss issues from last season and how to address for next season. Items discussed:
 - Failure to Check-in/Check-in Area:
 - Failure to Life Guard
 - Failure to Clean

Conclusions:

- Check-in:
 - Residents are responsible to self-check-in
 - Sandwich Board in walkway has been effective elsewhere
- Failure to Lifeguard
 - Swim Club to assign an experienced manager
 - Swim Club provide contact information to Chair and will address any issues in a timely manner
 - Swim Club will install NEST cameras if still an issue
 - Swim Club Suggest placing pictures of guards with names at check-in station for easy reporting
- Failure to Clean
 - Lifeguards required to keep checklist of chemical checks. Books will be open to committee to spot check
 - Swim Club will enforce bathroom cleanliness checklist. Expectations is a deep cleaning nightly with hourly “quick checks” during the day
- Research cost for potential purchase:
 - Sandwich board for check-in
 - Shelves/Cubby for check in area to house life guard equipment. Will keep ae tidy and professional
 - White Board/Communication Board to hang inside check-in area. Will house lifeguard pictures and names, chemical readings, etc.

- Water Cooler/Gatorade type cooler for ice water for lifeguards. Will remove excuse to enter clubhouse for water
- Mini-Fridge at check-in for lifeguard lunches. Will remove excuse to enter clubhouse
- Different stools for life guard at check in. Will promote attentiveness and more appropriate than “tall pool chairs” current in use.
- Forward Request to Board:
 - Residents and Lifeguards have voiced concern there is no outdoor water fountain. Will submit request to developer to build

Agenda item: Swim Team Research and Recommendations

Presenter: Amanda Jones

Discussion:

- Committee followed two paths to a successful Swim Team start up: “Build it” or “Merge”. RounTrey could opt to build a Swim Team from the ground up or the potential exist to “merge” with Water Mills existing Swim Team.

Conclusions:

- Committee Recommends the pursuit of merging with Water Mill’s existing swim team versus building a RounTrey only swim team based upon the conclusions listed:
 - Build It:
 - PROS:
 - Would be RounTrey swim club exclusively
 - Increased sense of community pride
 - Home meets would be held at RounTrey Pool
 - 100% control of all decisions rest with our neighborhood
 - 100% of raised funds would go to support the RounTrey team
 - CONS:
 - Need to raise ~\$20,000 from resident fund raising activity for initial start
 - Initial volunteer infrastructure needs to be created
 - Realistic timeline to achieve money and infrastructure goals is 3 years before first meet held
 - No physical structure at neighborhood pool to house swim team equipment
 - 100% of volunteer hours borne by RounTrey neighbors alone.
 - Significant non-meet volunteers needed to start up team
 - 60-70 volunteers needed for 50 family PER MEET volunteer requirement
 - Local Swim League is near capacity. If we do not join soon, there is high risk we have to join a league that requires travel to outlying areas to compete
 - Merge:
 - PROS:
 - Near Turnkey. Water Mill has an established swim team with equipment.
 - Experience: Water Mill has experience with co-hosting teams in the past.
 - Relationship: RounTrey has a strong relationship with Water Mill swim team.
 - Many RounTrey residents are already swimming on the Water Mill’s team.
 - Water Mill is already a member of a local swim league. Will not require extensive travel to compete
 - 50 person volunteer PER MEET requirement spread among more houses.
 - CONS:
 - Swim meets would be held at Watermill as it is not practical to transport equipment on a per meet basis
 - A merged team requires merged decision making
 - We would support fund raising efforts for the team, which some people may perceive as ‘Watermill’s team’.
 - We have not yet received an official offer from Water Mill to merge. We are merely exploring the idea.
 - Next Steps:
 - Committee to approach Water Mill Head Coach to formally explore feasibility of joining and under what terms
 - Committee to prepare information session for residents
 - Volunteer Sign-Up session created
 - Swimmer Sign Up Sessions created
 - Establish Goals and Timelines to establish RounTrey only swim team

Agenda item: Meeting Adjourned

Presenter: Dan Maze

Discussion:

- Meeting called to a close

Conclusions:

- Meeting closed