

RounTrey Pool Committee Minutes

09/27/2017

6:30pm

RounTrey Clubhouse

Meeting called by: Chad Dally – Chairman

Type of meeting: Season End Meeting

Facilitator: Dan Maze

Note taker: Dan Maze

Attendees: Dan Maze - Barkham
Carolyn Smith - Barkham
Andi Minor - Barkham
Marlee Baird Herman – Wivenhall/Spaldwick

Did Not Attend: Chad Dally - Barkham
Shannon Baltz - Graythorn
Dave Bigelow - Barkham

Please read: RounTrey Pool Committee Agenda 20170927

Please bring: RounTrey Pool Committee Agenda 20170927

Minutes

Agenda item: Call to Order, Roll Call, Proxy Announcements, Meeting Minutes, Charter **Presenter:** Dan Maze

Discussion:

Meeting called to order and roll call taken. Daniel Maze announced he holds Chad Dally's proxy. 4 of 7 committee members present to satisfy quorum. Brief review of agenda including advising guest of time allotted for public comments and questions. A copy of previous meeting minutes was provided

Conclusions:

- Daniel Maze is Chad Dally proxy is recognized
- Meeting called to order
- A copy of last meeting minutes was provided. A motion was made to waive the reading of the minutes. Motion passed with unanimous voice vote
- Announcement made that Committee Charter was approved and Meeting Minutes are posted on HOA Website and will continue going forward

Action items

NA

Person responsible

NA

Deadline

NA

Agenda item: Updates and Issues to Date

Presenter: Chad Dally

Discussion:

- Keys - During summer, we had incidents whereby keys were broken or unavailable when needed. On one occasion a locksmith had to be called incurring monetary charges. We have adequate spare keys for the bathroom. The committee has only one spare key for the gates. We have a request to board to institute a key box within the clubhouse for all spares that was accepted by the Advisory Committee, but has not been implemented.
- Gate Entrance – Developer/Builder installed and emergency panic release on the pool main gate per county requirements. The install was substandard, the release has broken many times, and the installation does not aesthetically please. The residents are actively complaining about the release mechanism which have been forwarded to the builder. To-date, the committee has not received any response regarding remediation.
- Bathroom Cleanliness and Lifeguard Behavior – Committee discussed several issues around bathroom cleanliness and lifeguard behavior. Committee received many complaints throughout the season regarding both. The committee witnessed such as well. Examples include unclear restrooms, lifeguards sleeping at post, lifeguards abandoning post, and failure to check in. These are a few examples. Multiple conversations with the pool manager and director have failed to produce acceptable results.
- Clubhouse and Pool Audio – Committee discussed complaints about pool audio system including volume levels and access creating false alarms. Clubhouse committee is receiving a series of continuing complaints regarding mismatched audio volume in the gym. Issue is the audio setup is controlled from one location and if left alone as is, will continue to be a source of complaints.
- Toilet Paper Covers – Committee discussed board approved the purchase of toilet paper covers. The covers have been ordered and delivered to the pool house. The covers will be installed prior to opening of pool 2018
- Pool Furniture Storage – Committee discussed the inclement weather and winter storage for furniture. Current solution is to stack furniture under awnings as best as possible. Committee inspected storage solutions and found them too exposed to the eliminates and will shorten the lifespan of the furniture.
- Pool Cover/Winterization – It was noted the developer did not provide a pool cover for the pool. Further complication is our current pool contract does not provide for non-covered pool winter maintenance and adding such increases cost \$3,000 /year. Chair has negotiated free winter maintenance this year due to operational issues over the season. Failure to cover pool will result in increased wear-and-tear and higher operating costs going forward. Chair has requested cover or commitment to cover winterization costs for a period equal to life of cover from developer with no response to date.
- Lost and Found Claims – All lost and found items are now claimed or exceed date for collection and have been donated or disposed.
- Registration System – All agreed the registration system worked and we will use on going. The need to maintain the data and enroll new residents was noted.
- Additional Seating – Opening day saw resident requests for more seating at pool. The issue was tabled by board until normal utilization could be monitored. Based on observations and lack of continued complaints, seating is determined not to be an issue on going through 2018. However total community size to pool size warrants concern and should be addressed with developer.
- Adult Swim Nights and Breaks – Committee discussed a proposed rule change to rename the safety break “Adult Swim” with associated age restrictions to “Competent Swimmer Time” with no age restrictions, but rather

restricted to only those that can competently swim. Rule change proposal is an extension of a board concerns that age restrictions may lead to lawsuits against the HOA.

- Pool Signs – Pool Signs are up, but if term “adult” is updated, we will need to replace signage at our cost or cost of developer if board mandated.
- Pool Pump – There was an issue during the season when the pumps failed. Chair determine root cause was an electrical line was damaged when tennis court was built. Repair was done and pump seems operational at this time.
- Lap Swimming – Resident has hosted AM Masters swim on varying Tues/Thurs. It has gone well with no complaints and he will continue to run it in 2018.
- Lane Dividers and Swim Team - Developer did not provide dividers but indicated he would provide one divider if we choose team colors. The others are for the HOA to buy. Discussion of forming a swim team was had and met with great enthusiasm. It was noted the logical local swim club is near capacity and if we do not join soon, we may not be able to. Motion was made to form a sub-committee tasked with determining team colors and study feasibility of starting a swim team for 2018 season. Preliminary thoughts are a 2018 date is aggressive, but might be possible if we merge swim teams with Watermill.
- Formal Communication – www.rountreyHOA.com will be used for all formal communication and updates. We will choose to share the updates, minutes, etc. to social media as needed.
- Movie Nights – Committee has allowed movie nights and extended hours of operation. Voted how many this summer.
- Adult Swim – Committee has been approached for adult only swim nights. Voted if and how many.
- Masters AM Swim – Committee has been approached for adult only AM lap swim. Voted if, when, and how many.
- Lifeguard Daily Checklist – We have created a google form and document for daily completion by the lifeguard staff. A printed copy needs to be placed at lifeguard desk and modification of the form needs completed after meeting with Swim Club.
- Polar Plunge – Request to have a polar plunge around the new year

Conclusions:

- Key Box is required with adequate keys
- Current Gate Installation is unacceptable and needs to be remediated
- Safety of residents is most important and current behavior falls below acceptable standards
- Cleanliness of ground is important and part of the pool contract.
- Committee members do not mind providing oversight to the issue, but the responsibility for corrective action lies with the contracted pool company
- A stronger stance with the pool company is warranted and checklist should be used and enforced
- Best solution to audio is a dedicated pool house sound system as it will allow for independent control with an initial estimated cost of \$1,100 which has been requested and awaiting review and comments by the board
- Alternative solution to audio is a split volume control option for outside and gym in the respective locations. Cost is around \$300
- Committee will install new toilet paper holders before pool opening in 2018
- Committee agreed the current pool furniture storage solution is not adequate to secure furniture and maximize its usable life. It was noted other pools have an aesthetically pleasing “plastic tarps” that snap into a strap near the ceiling and thus enclosing the exposed space. Agreed to explore cost of this type of solution.
- Committee feels the purchase of a pool cover is the developer's responsibility per the promises made at HOA meetings whereby it was said a “turn-key” pool would be delivered including furniture, audio, and everything you need.
- A pool cover should be quoted and cost compared to real savings of \$3,000/year+ decrease maintenance costs
- Chair negotiated winter maintenance does not address Year 2+, nor is it contractually obligated and enforceable.
- Registration system data cleanup is warranted
- New Residents should be input in a timely manner to avoid backlog at season open
- Notify Advisory Committee that additional seating should be reviewed and planned by developer for future date

- Committee heard comments from residents attending as guest about adult swim. No complaints regarding age restrictions during safety breaks or after hours events were surfaced
- Committee unanimously voted against renaming the safety break but will if the advisory committee or board votes to change it.
- A motion was made to vote on a ‘Resolution to support the board in endeavors to avoid the word ‘Adult’ in scheduled events that the safety of children may be in question”. The committee voted unanimously against this resolution.
- The committee will comply with any rule or legal direction the board dictates but if safety is a concern of children at events that should be reserved for adults, the committee feels we will not hold the event or make the pool open for said events. This may result in fewer events.
- Committee agreed the social committee should schedule all events on going and pool committee will support for safety and operations only.
- It is specially noted the pool budget does not have increased funds to cover the additional cost of guards during social events and the social committee should budget such costs when planning the events.
- Lap swimming prior to normal hours will continue for 2018.
- Committee Voted unanimously to form a sub-committee to study the feasibility of a 2018 swim team and deliver recommendation to committee
- Polar Plunge request forwarded to social committee for 2018 planning of events and they have our support

Action items	Person responsible	Deadline
<input type="checkbox"/> Follow up with advisory committee on additional keys	Chad Dally	10/2/17
<input type="checkbox"/> Bring gate concern to advisory committee, logo on fence, and discuss with Billy Sowers	Chad Dally	10/2/17
<input type="checkbox"/> Develop Bathroom Checklist	Marlee Herman	12/10/17
<input type="checkbox"/> Develop Daily Pool Management Checklist	Marlee Herman	12/10/17
<input type="checkbox"/> Schedule and Hold End of Season Failures Meeting with Pool Company	Chad Dally	12/10/17
<input type="checkbox"/> Review Pool Contract for 2018 and set expectations with SwimClub	Chad Dally/Kim Rodgers	12/10/17
<input type="checkbox"/> Follow up on status of dedicated pool house or splitter options	Chad Dally	10/2/17
<input type="checkbox"/> Organize and Install Toilet Paper Covers	Chad Dally	12/10/17
<input type="checkbox"/> Get quote for covered furniture storage	Dan Maze	10/30/17
<input type="checkbox"/> Present furniture storage solution to Advisory Committee	Chad Dally	12/30/17
<input type="checkbox"/> Present issues for winterization and pool cover to advisory committee	Chad Dally	10/2/17
<input type="checkbox"/> Perform off season maintenance and registrations	Marlee Herman	2/28/17
<input type="checkbox"/> Notify Advisory Committee of Long-term seating concerns	Chad Dally	10/2/17
<input type="checkbox"/> Communicate Adult Swim concerns to Advisory Committee	Chad Dally	10/2/17
<input type="checkbox"/> Determine Team colors	Amanda Jones	10/10/17
<input type="checkbox"/> Order lane divider	Chad Dally	10/10/17
<input type="checkbox"/> Explore pros/cons of merging with Watermill	Amanda Jones	12/10/17
<input type="checkbox"/> Deliver sub-committee recommendation and action plan	Amanda Jones	12/10/17
<input type="checkbox"/> Notify Social Committee of Polar Plunge request	Dan Maze	10/5/17

Agenda item: Committee Member Status and Resignations **Presenter:** Dan Maze

Discussion:

- Committee reviewed resignations
- Committee discussed current member status and participation. Committee noted that Shannon Baltz was not in attendance, has never attended, and has provided no proxy or notice.
- Committee held vote regarding current members who have violated charter for participation

Conclusions:

- Committee accepted resignations of Peggy Taylor, Andi Minor, and Sara Bush and thanked them for their service this year
- Committee voted to remove Shannon Baltz from the committee, which frees up a mandatory spot for Graythorn to be filled.

Action items	Person responsible	Deadline
<input type="checkbox"/> Notify Shannon of the vote	Chad Dally	10/5/17

Agenda item: Vote New Committee Members **Presenter:** Dan Maze

Discussion:

- There are 5 open slots for membership. Board dictates at least one representative from each of Graythorn, New Market, Barkham, Spaldwick/Wivenhall. Nominees are:
 - Brandi Sartoph – Wivenhall/Spaldwick – not present
 - Amanda Jones – Wivenhall/Spaldwick – present
 - Kim Rodgers – New Market – present
 - Kristen Gilliam – New Market – present
 - Joe Hamilton – Barkham – present
- Nominees in attendance presented their case for committee membership
- Voting was held by committee

Conclusions:

- Unanimous vote to approve all present nominees Amanda, Kim, Kristen, and Joe to fill the New Market spot required, and all open spots not reserved.
- Brandi was not present and after votes for the prior 4 spots, all spots were taken and no vote was necessary
- Open spot for Graythorn remains open

Action items	Person responsible	Deadline
<input type="checkbox"/> Notify new committee members	Chad Dally	10/05/17
<input type="checkbox"/> Update committee communication channels	Chad Dally	10/05/17
<input type="checkbox"/> Update rountreyhoa.com with committee	Chad Dally	10/05/17

Agenda item: Other Issues/Public Comments

Presenter: Dan Maze

Discussion:

The floor was opened to other issues and public comments/questions

Conclusions:

- Public question about grill. Advised a gas grill was obtained and awaiting permission
- Public suggested a decorative RounTrey emblem on pool gate to hide the eyesore
- Committee Member asked for a pool budget reconciliation now that season is ended. Cost versus revenue from Square App.
- Public had many concerns about New Market Pool such as opening date, management, contracts, and amenities

Action items	Person responsible	Deadline
<input type="checkbox"/> Follow up on grill request to advisory committee	Chad Dally	10/2/17
<input type="checkbox"/> Present logo on gate request or repairs	Chad Dally	10/2/17
<input type="checkbox"/> Pull Square report	Chad Dally	10/15/17
<input type="checkbox"/> Inquire about New Market Pool details at Advisory Committee	Chad Dally	10/15/17
<input type="checkbox"/> Share budget and actuals with Committee from Finance Committee	Chad Dally	12/10/17

Agenda item: Adjournment

Presenter: Chad Dally

Discussion:

Meeting was adjourned

Conclusions:

Action items	Person responsible	Deadline
<input type="checkbox"/> Create Minutes for Meeting	Chad Dally	10/2/17
<input type="checkbox"/> Post Minutes on HOA Page	Chad Dally	10/7/17
<input type="checkbox"/> Send Minutes to Advisory Committee and HOA	Chad Dally	10/7/17

Other Information

Observers:

8 Neighbors

Resources:

RounTrey Clubhouse Function Room Used

Special notes:

None