BWSRC Annual Meeting Minutes

10/20/2016 @ 6:00 PM

Location – Field House

1. **Roll Call: Meeting called to order at 6:00**

Present: Chriss Carsello, Becky Bolsinger, Brandy Feldman, Mark Denny, Michael Bauer, Tawnya Stone, Sarah Hora, Eric Shepley, Christophe Granger, Jen Dechant

Absent: Lisa Schumacher, Tom Neff

1. **Board Member UPDATES:**
* Treasurer:

Business Savings - $47,254.82

Business Corp - $21,460.58

*TOTAL CSB - $68,720.40*

*Bank Iowa - $28,928.87*

**Combined bank totals - $97,649.27**

* Membership: There are 18 families on the inbound and 20 on the outbound waiting lists.
* Webmaster:
	+ The 30 day trail with WildApricot is up on Thursday Nov 17.  The majority of the website information has been completed.
	+ We can use the new system for online registration for swim/tennis lessons, adult night registration and payment¸ membership renewals and payments.
	+ Still determining how to separate annual dues into 3 payments starting in February.
	+ Will need to use a third party to process online payments.  Third Party payment processing options include: PayPal, [Authorize.net](https://protect-us.mimecast.com/s/LLAYBaI31k5tN) or [Stripe.com](https://protect-us.mimecast.com/s/GW7EBahn1QLHZ).
	+ Includes a new feature called a "Forum" where we can have open discussions with members only.  We can use for discussing pool renovations and any other ideas/concerns/suggestions regarding BWSRC.
	+ Once the new website is completely finished, Sarah will contact godaddy that currently hosts the [www.bowmanwoods.com](https://protect-us.mimecast.com/s/Y16eBvIaN8At1?domain=bowmanwoods.com) domain name to redirect to the WildApricot site.
1. **New Business**
* Banking items:
	+ Brandy will be contacting the bank and issuing new debit cards for the following authorized users: Chriss, Brandy, Mark, Jen, Tom and Eric. Each authorized user will need to go to the CSB-Blairsferry branch and sign the appropriate form.
	+ Brandy will also open a safety deposit box at CSB.
	+ Brandy will contact CSB to see what our loan options are for doing our pool renovation.
* Feedback from a member was discussed and the following items will be reviewed at the beginning of the next season:
	+ Next year’s events will have better communication so that members know that they can invite non-members to all social events.
	+ Pool cleanliness and the cleaning expectations of will be focused on with next year’s staff.
	+ Guards will need to strictly enforce the no glass policy for safety concerns.
	+ On the busier days, chairs should be saved for adults.
	+ Swim and tennis coaches should notify either the pool manager or the Marketing board member when there are changes to the practice/meet schedule and they will post on Facebook.
* Documentation items:
	+ Tawnya will be setting up an electronic filing cabinet and cleaning up all of the paperwork.
	+ Tawnya will send out copies of the job descriptions to make sure they are complete and represent all of the duties for each board member.
* Building and Grounds items:
	+ Different lawn care options will be evaluated next year. There were several times that our current provider was not doing an acceptable job.
	+ Eric will make extra sets of keys to the pool for each board member so that we can be more flexible when someone needs to be let into the pool
	+ Eric has received 2 quotes for different pool renovation. Details are available upon request or at board meetings. Quotes include retiling of existing pool, replacement parts, renovation for zero depth entry and removal of baby pool to allow for deck area. Quotes range in price from $180,000 to $240,000 depending on the replacement and repairs to existing pool. Pricing does not include additional landscaping. All pool renovations should be able to be completed without having to do capital fundraising or increase annual dues. Timing of renovations starts immediately after Labor Day 2017 and ready to open the following Memorial Day 2018.
* Open Positions:
	+ Swim team board member: We need to hold a special meeting to elect a Swim Team Coordinator board member. Michael will publicize the opening and request that those interested should contact Joan at swimteam@bowmanwoods.com by 12/2 if they plan to run for the position.
	+ Sarah will post the job description of the pool manager job and lifeguard positions. Michael will send out emails and social media posts regarding the open positions.
1. **Next Meeting: 12/5/2016 @ 6:30pm at The Field House to elect a Swim Team Coordinator Board Member.**