**RSM Swim Club Minutes 11-16-2017**

Call to order 7:06 PM

­7 members in attendance. George Astin, David Biener, Jessyca Emelson, Jason Peck, Michael Struck, Kristine Olsen and Nicole Eden-Muraoka.

President is not a voting member, need 5 for quorum.

***Email from Christian Rasmussen to the Board Re: Extending clinics one week:***

*Email to Board (Oct 16): (truncated for space) “We cancelled 3 days this session due to smoke in the air and another day due to lightning. I would like to extend program by one week to make up missed swimming and would add the additional rent to my last payment. In this case, our last day would be November 17th. I will turn the heaters off on our last day” Response from the Board (Oct 16) “Extention granted. No additional charge.”*

**Votes via email**:

***Replace Drinking Fountain Poolside (Aug 22)****: Email to Board from Richard Faigle: (truncated for space) “Poolside drinking fountain will need to be replaced vs. repaired due to the extent of damage. Work will include: Removal of existing fountain, replacement with new fountain and replace drain and shut off valves. Total cost (materials/labor): $1900.” Motion made to replace drinking fountain by Richard Faigle, second by Jessyca Emelson. Passed unanimously.*

***Laptop Purchase for Treasurer (Oct 25):*** *Email to Board from George Astin: (truncated for space) “The**new treasurer cannot use work laptop to write checks because he is unable to install QuickBooks. The Club should have a dedicated laptop for the treasurer to host the Club’s QuickBooks and all Treasurer records. This would enable an easy handoff for the Treasurer to the incoming Board member and would also archive financial e-records on one computer.” Motion made to purchase laptop by Richard Faigle, second by Michael Struck. Passed unanimously.*

**Vote Sept 2017 minutes**

Motion to approve Sept 2017 board minutes made by Nicole Eden-Muraoka, second Jessyca Emelson. Passed unanimously. Motion to approve Annual General Meeting minutes made by Jessyca Emelson, second Kristine Olsen. Passed unanimously.

**President/ General – George Astin**

Email from Republic Services to George Astin (10/3): “A new 3-yd recycle dumpster was delivered on 10/4 it is located in the parking lot next to the existing landfill dumpster.”

BOD needs to add a viable timeline to the following “big ticket” projections:

Replacing the main pool pump; Replacing the roof; Resurfacing the driveway*;* Perimeter bench seating; Permanent exterior landscape lighting (front of building); Pool resurfacing (coming due in 2018); Permanent shade structure at shallow end – a “nice to have” vs. “have to have”; Parking lot conversion to 50% green space/50% parking: determine the cost difference between a full driveway resurface vs. half grass/half resurfacing. The BOD has requested a side-by-side cost comparison.

Request a quote for water plumbing to fridge and to back of the Snack Shack. Consider installing a water filtering device in guard office and also an ice source for staff, coaches and members. Proposed the installation of a stainless steel sink behind the Snack Shack to be used by both Club and Team (to use for social events, swim meet snack shack, etc). Request Team split the cost of the outdoor sink ($120). Club would pay for installation. Will follow-up with email communication.

Club has new air hockey table and it has been covered to protect it.

Maintenance update: Tonight was the last night of Clinics. Club is currently shut down 80%. This coming weekend will be the “hard close.” Heaters will be turned off and pumps will be set to run at only 25%. No swimming allowed after the hard close. Only the Clubhouse remains open for rentals during the Off-Season.

**Treasurer – David Biener**

Financials for October 2017. Plan to keep a spread sheet to track future Clubhouse and Pool rental payments. Purchased QuickBooks for the Club Treasurer ($300). Good until 2020.

Highlights:

**October 2017**

Revenues             $ 0K

Expenses            ($10K)

**Net Income         ($10K)**

**October 2017 YTD**

Revenues             $145K

Expenses            ($121K)

**Net Income          $  24K**

**Cash Position**

Checking                $35K

Savings                  $11K

**Total                      $46K**

**Membership – Jessyca Emelson**

Season has wrapped up. End of this season there were 217 memberships, with 3 families already on a waitlist for next season. According to the Club By-laws, the membership cap is 250. Currently, the pool area can be very crowded with current green-space footprint and increased membership. If green space is extended into the parking area, this may allow for an increase in the membership cap.

Goal for next season is on-time membership payment. Will use same forms, same incentives. Membership invoices will be sent out beginning of year (Jan 1st). Suggestion was made to change this date to Jan 15th to make it less taxing on membership. Old guest passes will expire at end of this season. Lifetime time membership next year $6500 (6 spaces).

Club plans to add a handicap reserved sign in the parking lot. Jason Peck volunteered to purchase and hang the sign.

60th Anniversary Year at RSM is next year (Opening day was May 24th, 1959). A Special Lifetime membership offer was suggested to commemorate this occasion. Future discussions needed.

Auction night feedback: Many Club members did not attend because they thought it was a Team only event. In future, highlight auction night as a combined Club/Team event. Suggestion was made for a fund a need “goal fundraiser project” at the auction. Something that would benefit both the Club and the Team.

Membership advertising ideas: “#WhereInTheWorldIsRSM” on Instagram. Kids wearing their RSM shirts at Walnut Acres on a specific day of the week.

Polar Plunge: Jessyca will coordinate with Coach Christian to make sure heater is off for this event. Jason will coordinate with Jessyca for this combined Club/Team community event. Date TBD.

**Lifeguards – Michael Struck**

No year end lifeguard party this year due to school schedules. Plan to have more stringent interview process next year. Will order items in the off season to have them ready for next swim season (need a new lifeguard tube, new lifeguard chair, umbrella from lifeguard chair). Suggestion was made to send lifeguards a thank-you gift card in lieu of the year end party.

Bridget Stuck would like to come back in a similar position next year. Next year plan is for a “two manager system” (1 manager & 1 asst. manager) to provide coverage to all lifeguard staff. Goal is for either a manager or an asst manager be at the pool for lifeguard management.

Headcount is needed to determine the number of returning lifeguards in the next few months.

Ideas for next season: Cross check Social/Event Calendar with Lifeguard staffing to avoid understaffing issues; “Polar Bucks” for kids punch card system.

**Rentals – Kristine Olsen**

There is one person interested in the rental chair position. Kristine with follow-up.

**Team – Jason Peck**

Team is concerned if Club nearing cap # of 250 memberships with a possibility of not accepting new membership (Club membership currently at 217, with 3 families on the waitlist). Moving forward, if Club is close to reaching cap # of 250, the Team will request a special meeting to forecast a plan for future growth. By-Laws will be reviewed and discussion to be continued.

Swim team prices will remain the same for next season. Meet schedule for next season reviewed. Saturday meets visiting team will use the parking lot, versus Wednesday nights.

Wednesday, May 30th – Intersquad.

Wireless timing system will be in place next season. All swim starts will be from the deep end for safety reasons. Per George, sound system speaker was repaired “like new again.” The mixer at the timer desk worked well.

Christian is currently searching for new coaching staff for next season. Christian’s goal is to have high level coaching with 2 experienced assistant coaches working with him.

Team Off-Season Projects: Swim Team trophy case and a new Best Times display.

Promos: Banner at schools, same as last year. Sponsorship: worked really well last year.

Jobs: will increase to 10 jobs per family.

**Social – Open Position**

**Secretary – Nicole Eden-Muraoka:**

BOD requests a list of all remaining to-do items from this year. Nicole will send to BOD members before the next meeting.

Meeting adjourned: 8:30 PM

Next Board meeting: Tuesday, Jan 30th