

Meeting Minutes - ERRA Board of Directors

| Location | Date | Time | End |
|----------|------------|---------|---------|
| Vitos | 04/22/2019 | 7:00 PM | 8:15 PM |

Attendance

Parrish, Erb, Giron, LaSpina, Gray, Whitcomb, Ferguson, Beyler, Gordon-Becker, Myers

Apologies Ruebke

Agenda Items

- 1 Welcome and Opportunity for Members to Address Directors (PRESIDENT)
- 2 Approval of Minutes Parrish
- 3 Manager's Report n/a
- 4 Finance / Treasurer Giron, Parrish
- 5 Social Keck, Laspina
- 6 Grounds / Maintenance Parrish, Gray
- 7 Swim Team Erb
- 8 Membership Whitcomb
- 9 Governance Parrish
- 10 Personnel Parrish
- 11 Other Parrish

| Next Meeting Location | Vito's | Date | 6/24/19 | Time | 7:00 PM |
|-----------------------|--------|------|---------|------|---------|
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Action Items

| Topic Area (see above) | Item Description | Responsible |
|------------------------|---|----------------|
| 1 Welcome | Done | Parrish |
| 2 Approval of Minutes | Minutes approved w/amendment to spelling of Myers - Paypal closed out now. Member payments are going in with renewals. - Will stop using F&M account. Still need to get Jolanthe added to the account at Union. - Taxes are still in limbo. Only pay penalty due if money owed. Brown Edwards will cover any penalty fees since they did not file. Will be using another company (which is less) to file. New company will also file quarterlies for us. - Moving to weekly pay periods for staff this year, using Quickbooks and When I Work | Parrish |
| 3 Manager's Report | Hired new manager, Sara Hensley and she has been participating in interviews | |
| 4 Finance / Treasurer | Accepted report - see agenda | Giron, Parrish |
| 5 Social | Accepted Report and basic plans for 2019 - movie polls are up on FB page for voting until May 5th - Ashley is working on food trucks | Ferguson |
| | - cookoff on August 3; still deciding on format for voting | August 3r |
| 6 Grounds/Maintenance | Accepted report - see agenda | Parrish, Gray |

- VA Pool - plasterers will be here this week to finish demo and begin plastering.
- trees will be removed by Deans Trees this week
- sign built and will be installed the week of May 6th or 13th
- paving done on courts - trucks were sinking on pavement; there is one low spot.
- Golden Rule will be striping the basketball court (high school regulation) and install backboards as well as put logo in center of the court
- hole is back by end of drive again - will call VDOT to see if they will fill again
- Dumpster is on premises - Waste Management
- Laura is talking to L&O re: fencing options for backside of basketball court (between court and Shen Lake because of drive)
- Locks being added to tennis court - code for season is 1250
- mulch being delivered on Friday after 4:30pm
- email going out asking members for mulch forks, rakes, gloves, shovels, etc... Cindy will be in charge. To-do list needs to be created.
- new pumps are in process of being installed and installation is going well
- Clean up days: Saturday 9-1 and Sunday 12-4p
- Diving boards need to come off and be fixed (Broadway Metalworks)
- looking at a caulk for areas on concrete where there are dips

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| 7 | Swim Team | Accepted report - see agenda | Erb, Beyler |
| 8 | Membership | Accepted report - see agenda | Whitcomb, Erb |
| 9 | Governance | <ul style="list-style-type: none"> - Corporate memberships discussed and voted on - vote was 10 nay/2 absent - Discussed board agreement for board members to sign. - Discussion for future: maintenance director for consistency even as board has turnover (i.e. one person to oversee - paid - to report to board and keep up with general upkeep) | Ruebke |
| 10 | Personnel | <ul style="list-style-type: none"> - Brochure in process for pool and swim lessons Accepted report - see agenda - All lifeguards have been hired - Sara Hensley has been hired as the pool manager - New Lifeguard Manual is in process (Sara & Jolanthe) - Snack Shack - in hiring process. Need 12 | Laura, Tim, Jolanthe, and Ashley |
| 11 | Other | <ul style="list-style-type: none"> - Organization day at pool where we went through rooms to set up lists of what needs to be done/ordered prior to season starting. See agenda topics | |

-Next board meeting will be on 6.24.19 at Vitos - no May meeting with workday in May and Memorial Day opening

Other Notes