

Meeting Minutes - ERRA Board of Directors

Location	Date	Time	End
Gordon-Becker Residence	3/28/2022	6:30 PM	8:30 PM

Attendance - BOD

<input checked="" type="checkbox"/>	Gordon-Becker	<input checked="" type="checkbox"/>	Ferguson	<input checked="" type="checkbox"/>	Kosalka
<input checked="" type="checkbox"/>	Laspina	<input checked="" type="checkbox"/>	Parrish	<input checked="" type="checkbox"/>	Smith
<input checked="" type="checkbox"/>	Troutman	<input checked="" type="checkbox"/>	Keck	<input type="checkbox"/>	Ruebke (via zoom if needed)
<input checked="" type="checkbox"/>	Beyeler	<input checked="" type="checkbox"/>	Bechtel	<input checked="" type="checkbox"/>	Lawrence

Attendance - Other

<input checked="" type="checkbox"/>	Zook (Bookkeeper)	<input type="checkbox"/>	Meyers (Payr	<input checked="" type="checkbox"/>	Hensley (Pool Mgr.)
<input type="checkbox"/>	Gray (Consultant)	<input type="checkbox"/>		<input type="checkbox"/>	

Agenda Items

1	Welcome and Opportunity for Members to Address Directors (if present and requested in advance)
2	Approval of Minutes
3	Manager's Report
4	Finance / Treasurer
5	Membership
6	Snack Shack
7	Swim Team
8	Grounds / Maintenance
9	Social
10	Governance
11	Personnel
12	Other

Next Meeting:		Date <i>TBD</i>	Time <i>6:30 PM</i>	Location <i>Gordon-Becker Residence</i>	
Topic Area	Item Description			Responsible	
1	Welcome				Gordon-Becker
2	Approval of Minutes	Motion by Bechtel. Second by Laspina. None opposed.			Gordon-Becker
3	Manager's Report	-Opening activities will begin in 2-3 weeks. -Pool cover will come off in about a month per Wes.			N/A
4	Snack Shack	April committee meeting planned. Will provide an update with the 2022 Menu at next meeting. -Ashley to provide Sysco contact for ordering/options.			Kolsaka

<p>5</p>	<p>Swim Lessons</p>	<p>Lesson Specifics: While the sign-ups will default to/only allow for 1 child per time slot, the swim lesson sign-up page/calendar will clearly state that we are happy to accommodate siblings together during the same lesson set. Lesson Orientation will occur as a part of the agenda during regular employee orientation (scheduled by Sara H.) There will be 2 sets of lesson blocks. AM lessons will be held Mondays-Fridays. PM lessons will be held Thursdays-Mondays. The difference in the PM block is due to the swim team. We do not want to be in conflict with their Tuesday meets. AM Lessons, Monday-Friday: (Start date Monday, June 13, 2022 after school ends) 9:00am-9:30am 9:45am-10:15am 10:30am-11:00am PM Lessons, Thursday-Monday: (Start date Thursday, June 9, 2022) 5:15pm-5:45pm 6:00pm-6:30pm 6:45pm-7:15pm Based on research of surrounding facilities' pricing for lessons, we are proposing that we charge \$125 per person for member lessons (5, 30-minute sessions) and \$175 per person for non-member lessons (5, 30-minute sessions) Payments for lessons will only be accepted online for the 2022 season. Having people pay at the desk created many challenges last year Idea from Lawrence to roll non-member lesson fees into a new membership (provide discount/credit of \$175). Send an email invitation to join once lessons are paid in full (expires within 7 days). Troutman motioned to approve the proposal for new membership discount from lessons, Kolsaka second. All in favor, none opposed. Keck/Parrish to look into creating a waitlist sign up for lessons once slots are full before opening new slots.</p>	<p>Parrish Troutman</p>
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6	Swim Team / Water Activities	<p>Swim Team: Payroll will continue through ERRA (same as 2021). ERRA Barracudas Schedule: May 31 - Practices begin 6:45p - Meet the coaches and new swimmer testing (new families) 7:15p - Swimmer orientation & dryland practice w/coaches Parent orientation w/team manager June 13 - Morning practices begin Dryland begins June 14 - Mock Meet June 21 - ERRA at Massanutten (AWAY meet) - arrive at Massanutten by 5pm; meet start at 6pm June 28 - ERRA vs. Ashby (HOME MEET) - arrive at ERRA by 4:45pm; meet start at 6pm July 5 - ERRA at Broadway (AWAY meet) - arrive at Broadway by 5pm; meet start at 6pm July 12 - ERRA at Westover (AWAY MEET) - arrive at Westover by 5pm; meet start at 6pm July 19 - ERRA vs. Spotswood (HOME MEET) - arrive at ERRA by 4:45pm; meet start at 6pm July 30 - CHAMPS (10/under in AM - 11/older in PM) - JMU (YES, we are having Champs!) August TBA - Team Awards Night & Social @ 7pm - ERRA pool JR BARRACUDAS (still double checking on days for this group) 9:45 AM - 10:15 AM TUE / THU / FRI 07:15 PM - 07:45 PM MON / WED</p> <p>Water Aerobics: Search for instructor is ongoing.</p>	
7	Finance / Treasurer	<p>-Union account remains open until all auto-payments have been confirmed as moved over to the F&M account. . -ERRA credit cards proposed amounts for new officers/chairs within the allotted total amount. Current Limits are as follows Laura - \$6,000 (to be closed) Sara H - \$2,000 Kim - \$500 Gary - \$500</p> <p>New Limit/Fund allocation as follows:</p> <p>ERRA (President)- \$5,000 * This card will replace Laura's card which is to be closed. Sara H (Snack Shack)- \$2,500 Kim (Social)- \$1,000 Gary (Maintenance)- \$500 *Gary also has a Lowe's card open in ERRA's name, he uses both for maintenance.</p> <p>Motion to approve by Gordon-Becker, second by Parrish. All in favor, none opposed.</p>	Zook Gordon-Becker

		-Balances to date:		
		Union Checking	\$5,537.72	
		Money Market	\$3,489.37	
			\$9,027.09	
		Farmers Checking	\$37,837.43	
		Money Market	\$10,100.75	
			\$47,938.18	
		Total in all accounts:	\$56,965.27	
8	Personnel	<p>Per Sara H:</p> <ul style="list-style-type: none"> -Updating the ERRA employment application. Availability on the website TBD. -Assistant Pool Manager position(s) still seeking candidates. One position offer has been extended. -Discussed need for Snack Shack assistant manager position. Board to review budget. -Personnel committee, with President, will meet in the next two weeks to discuss budget for payroll and staff wages. -Interest in snack shack positions have already been communicated from member families. ERRA can hire as young as 14 with worker's permit. 		Bechtel Gordon-Becker Hensley
9	Membership	357 total memberships		Keck
		12 Board Directors (11 paid)		
		314 Family Memberships (85 paid)		
		11 Senior Couples (6 paid)		
		4 Single Adults (0 paid)		
		7 Recreational (invoices not released for 2022)		
		6 VIP Memberships		
		2 Pool Management Memberships		
		<p>-Invoices for Recreational Memberships go out April 1st and are due June 1st.</p> <p>Hours for the coming season need to be decided so that the website can be updated and check-ins created for the front desk.</p> <p>Monday-Thursday 11-7pm / Friday-Saturday 11-8:30 / Sunday 11-8:30</p> <p>Add blurb re: closing hours may vary based on weather.</p> <p>School Hours: Monday-Thursday 4:00-7 / Friday 4:00-8:30pm / Saturday 11:00-8:30 / Sunday 11-7:00</p>		

10	Grounds / Maintenance	<p>-Update from Wes regarding the leak. Appears to be between the pump house and the closest skimmer. The leak is under the concrete and near the pool entrance. A scope will be performed in the next few weeks to find the exact location.</p> <p>-Questions regarding leak were discussed by the board. Is there a possibility of pipe being compromised from age? Concern voiced that if we repair one part, the rest could still leak if weak? What made the pipe break? Will have more information after the scope.</p> <p>-Gordon-Becker motioned to take the recommendations from Wes to proceed with the scope and repairs as Wes has estimated. Second by Betchel. All in favor, none opposed.</p> <p>-Mulch for 2022 is being planned. Laspina will get a quote from Zook (Great Outdoor Lawn Care). Delivery on 4/29, spreading on 4/30.</p> <p>-Grass cutting for 2022 has gone up to \$240 per visit (Nikkel Lawn Care). Board agreed to the same two week schedule as the previous season.</p> <p>-Motion made by Betchel to sell the lawn mower. Second by Gordon-Becker. All in favor, none opposed.</p> <p>-Basketball goal will be ordered tonight. Delivery will be handled by Gordon-Becker and will come directly to the basketball court for installation.</p>	Gordon-Becker Laspina
11	Social	NSTR	Ferguson
12	Governance	Staff Job Competencies to be reviewed - Ashley will email each committee to get a list of staff job duties in relation to the committee if applicable.	Laspina

13	Other	<p>-T-shirt design competition is closed. Submissions received from adults and children. Suggestion to include kid design on kid shirt.</p> <p>-Bob and Linda Failes have proposed Tennis lessons at \$20 for 30 minutes, \$30 for 60 minutes (ERRA will receive \$5 from each lesson). Bob will keep his own schedule and make sure the courts are reserved.</p> <p>-Gordon-Becker motioned to have Bob and Linda Failes provide ERRA Tennis Lessons as outlined above. Second by Troutman. All approved, none opposed.</p> <p>-Gordon-Becker, in collaboration with Lawrence and Keck created a Referral Program Flyer for members and a New Member flyer to share on social media, etc. to potential members. Presented to the Board.</p> <p>-Open House planning for May (TBD after dates for repairs and opening are definitive).</p> <p>-Magnolia Ridge HOA has requested to use ERRA grounds, outside of the fenced area, for an Egg Hunt and Picnic on Sunday April 10th. Requesting access to the Pavilion and Parking Lot. Will clean the pavilion if needed prior to using. No dumpster currently on the grounds. Board Director will provide access (unlock the gate). Gordon-Becker motioned to approve, second by Keck. All approved, none opposed.</p>	Gordon-Becker
14	Notes	<p>- Email vote occurred on 3/15/2022. Gordon-Becker motioned to replace the non-functioning bulbs at the tennis court via Graves Electric. Second by Keck. All in favor, none opposed. Board will review upgrading the lights to LED (as previously voted on) for more cost-effective maintenance after the 2022 season.</p>	
		<p>- Email vote occurred on 3/23/2022. Gordon-Becker motioned to order a new basketball goal to replace the currently broken goal from Amazon. Second by Parrish. All in favor, none opposed.</p>	
		<p>- April meeting will not be held on 4/25/22. Conflicts with multiple directors. New date TBD.</p>	