

Meeting Minutes - ERRA Board of Directors

Location	Date	Time	End
ERRA	5/24/2022	6:00 PM	

Attendance - BOD

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Gordon-Becker | <input checked="" type="checkbox"/> Ferguson | <input 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 checked="" type="checkbox"/> Ruebke |
| <input checked="" type="checkbox"/> Beyeler | <input type="checkbox"/> Bechtel | <input checked="" type="checkbox"/> Lawrence |

Attendance - Other

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Zook (Bookkeeper) | <input type="checkbox"/> Meyers (Payroll) | <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	6/27/2022	Time	6:30 PM	Location	TBD
Topic Area	Item Description				Responsible	

- | | | | |
|---|----------------------------|--|---------------|
| 1 | Welcome | | |
| 2 | Approval of Minutes | Motion to approve minutes from March 28th and May 2nd 2022 by Gordon-Becker. Second by Keck. All in favor. | Gordon-Becker |
| 3 | Manager's Report | Hiring is complete. 15 guards, and 11 snack shack employees. Inservice for guards is 5/25/22.
Pool is clearing up and on track to be ready for opening.
Leak repair is holding. Need to fill the hole. Wes is coming tomorrow.
Sara concerned about some shifts of concrete. Wes to eval. | Gordon-Becker |

- 4 **Snack Shack** Menu and Pricing Finalized for opening. Menu has an updated look to match our logo. Kolsaka
 Combos removed (piloted 2021), will have the option to add fries to an entree.
 Shopping and Stocking scheduled for this coming Friday.
 Some items already here or on order.
 Ashley, Lyndsay and Noelle cleaned the shack- thank you!!!
 Introduction of promotions on Fridays:
 Ex: Pizza special (costco), Chick fil A sandwiches, Klines Ice Cream
 While supplies last (5pm until supplies are out)
 New email account created for snack shack errasnackshack@gmail.com
 New item for consideration: Gordon-Becker and Zook proposed to add a shaved ice machine to offer snow cones.
 Shaved ice machine, cones, cone dispenser, cone holder, spoon straws, syrups (directly from Hawaiian ice) in gallon jugs with pump. Order 8 gallons (with pumps) of syrups to start. Cost of start up is \$423.93. If we sell 400 we will recoup + earn \$300. Ice would run about \$40 to make that amount. Cost is 0.57c per cone (after machine), we charge \$2.00 ea. Profit of \$572.00 for every 400 we sell.
 Motion by Gordon-Becker, second by Beyeler, majority in favor.
- 5 **Swim Lessons** Current Numbers (as of 5/24/2022): Parrish Troutman
 36 Non-Member Lessons Booked & Paid
 36 Member Lessons Booked & Paid
 2 unpaid Lesson Blocks booked (1 member, 1 non-member)
 Income:
 Paid: \$10,700 (\$5,250 April, \$5,450 May)
 Budgeted: \$8,500 +\$2,200 Over Budget
 118 Lesson Blocks Posted (*4 spots have sibling lessons booked, so 122 actual):
 74 Lesson Blocks booked (*including the 4 sibling blocks & the 2 unpaid blocks)
 48 Lesson Blocks remain available/unbooked currently
 Laura created a shared spreadsheet schedule of lessons for Sara H to use for scheduling guards to teach lessons. Sara will contact Laura for reschedules so that Laura can handle the WA side. Will print a redacted copy for the front desk and guards to utilize.
 Possibility of opening a third block of lessons. Will evaluate if more requests come in for early season lessons.
- 6 **Swim Team / Water Activities** Aerobics: Advertising for instructors via poster and social media. Continuing targeted recruitment.
 LK to speak with Amber Sabbanitini re: possible interest in water aerobic instructing. Will offer credit of some sort - Board to determine.
- 7 **Finance / Treasurer** If the original goal was around 350 Family Memberships, we still need 30 more NEW Family Memberships. Zook Lawrence
 -Balances to date:

		Per QB	
Union Checking	\$5,258.72	\$5,258.72	
Money Market	\$3,489.43	\$3,489.43	
	\$8,748.15	\$8,748.15	
Farmers Checking	\$148,328.26	\$143,944.67	
Money Market	\$10,102.69	\$10,102.69	

\$158,430.95 **\$154,047.36**

Total in all accounts: **\$167,179.10** **\$162,795.51**

8 **Personnel** Bechtel

9 **Membership** 365 total memberships Keck

12 Board Directors (12 paid)
320 Family Memberships (275 paid)
12 Senior Couples (10 paid)
3 Single Adults (2 paid)
7 Recreational (2 paid)
6 VIP Memberships
2 Pool Management Memberships
Open House - Thank you Ed, Jared, Ashley, Tim, and Lyndsay. 9 families attended. 7 potential memberships. 2 new member families that wanted to see the pool and ask questions.
3 new memberships utilizing Open House discount
Non-member swim lesson discount emails sent by Parrish inviting families to join with \$175 off the New Member Fee.
1 new membership utilizing the Swim Lesson discount thus far
Total New Memberships since 11/2021 (first special): 34 (21 during 2022 calendar year)
Motion by AGB that if members pay by 6.10.22 late fee will be waived. Second by Beyler. Majority in favor, none opposed. SEND OUT SOCIAL MEDIA THAT EMAILS WENT TO SPAM - WAIVING FEE UNTIL 6.10.22.
Higher social media presence. For the prettiest pool, with the best view, and the best swim team were the quietest. LK will be given access. Start spotlight.
New Member Drive: Memorial Day Special. \$225 discount. \$755. Dates - 5/24/22 - 6/10/22
4 that have already joined - credit for next year. \$50 (open house + lesson)
Email the un-joined OH & lessons with a better deal - by 6/10, then goes back to \$175 for lessons.
Non-member lessons will also get the new deal of 1/2 off the new member - Laura can re-email/update template.
Send out email to non-member swim team re: discount. (Jolanthe is going to send email list and will post on their facebook group).
Can split into 2 payments. First due by 6/10/22 (mark account active), 7/10/22.
Motion by Lawrence, Second by Ruebke, all in favor/none opposed.

10 **Grounds / Maintenance** Bechtel weeded the playground. Sprayed weed for weeds throughout the grounds. Bechtel
Playground mulching is complete. Gordon-Becker
Basketball goal installation update.
AC leak in the women's bathroom - Mast & Brunch has been contacted to repair.
Selling of the lawnmower - update?
Ugly bug came to treat indoor & out - comes back tomorrow for second treatment
Tell about Bird nest in the picnic pavilion

11	Social	<p>Memorial Day celebration. The Board of Directors expected to participate. Meal provided by ERRRA. Hot Dogs will start cooking at 3pm. 4pm meal time. Flyer on Facebook!</p> <p>Kim will not be here for the July 4th celebration - will organize and hand off.</p> <p>3 Movies votes complete, winners are: Encanto Sing 2 Raya</p>	Ferguson
12	Governance	<p>When will we be advertising for folks to come to join the board as a director for the 2023 year? July 2022</p> <p>Need to update Operations Manual with new guest pricing. Tim will work on that.</p> <p>COVID waivers? COVID Mitigation for 2022? N/A for 2022.</p> <p>Scratch COVID 19 info on website.</p>	Ruebke
13	Other	<p>T-shirt voting results: Child winner and Adult winner presented. Will be announced to membership at the Memorial Day picnic to members.</p> <p>Tshirt designs will be made available for pre-order and also purchase a small amount for inventory. All designs will be displayed in the pool house</p> <p>Parrish suggested creating a behavioral expectations poster for the pool- provided example via email. What we commit to in regards to a safe environment and what we expect of members and guests.</p>	Gordon-Becker
14	Notes		