

Shadow Brook Swim Club
Minutes of Board of Directors Meeting – February 27, 2007
Rodney Whitefield's Residence, 6794 Heathfield Dr, San Jose, California

(Board Members Present: Jody Tempel, Patrick Smith, Rodney Whitefield, Doug Newton, Will Todd. No others present. Note: Will arrived at 8:30)

A. Open. Patrick Smith, President, opened meeting at 7:08 pm.

B. Swim Team. Mary Nicholson

1. Dolphins passed on two large-scale parties June 12 and 13.

Julie Street of the Dolphins had inquired about doing training of life guards in their pool rather than using the outside classes. Would Shadow Brook be interested? Rodney requested an email outlining a proposal before responding.

2. Swim Lesson Program. When will it start? It was requested that the Swim Lesson Registration Forms be posted on the website. Send to Board at Shadow Brook. Send to Tom by email. QAed by Swim Team. Registration March 25.

3. Coaches. Kyle and Spencer, coaches from last year, are returning. Mary is to write out duties of swim teach coaches. Wages are hourly with a cap on the total hours per week of 28 to 31.5 total for the two coaches. The cap is a continuation of last year's policy.

Inquiry: Could Swim Team Coaches to be exempt from private lesson limit on lifeguards and therefore give lessons? No decision made to change policy.

4. Swim Team Representative. Mary will not be the swim team representative next year. She will need to be replaced.

5. Lane Lines & Flags. The lane lines must be replaced entirely because of deterioration. The Swim team will get lines that are black & blue. The cost is \$308.50 per lane line X 5 = \$1923.00. The flags will also be replaced using the old wires from the old lane lines at a cost of \$270.00. Total cost of the lane lines & flags is \$2193.00.

A motion was made and seconded to: "Approve the swim team budget expenditures as presented, and authorize placing of the orders for the expenditure items. 4 voted yes (Will had not joined meeting yet) -- passed unanimously.

6. Swim Team Clinics. It was requested that Swim Team Clinics with Swim Team be held on a Saturday or Sunday in May. This is OK in principal if it does not conflict with other events.

7. Swim Team Practices. It was asked whether swim team practices could be held during June and July after the pool had closed. This proposal will be considered further later in the year.

8. Pool lights. Comment: Pool lights were not working last year and are needed for after dark swimming.

9. Master Swim. Lyle asked if interested in a program.

10. Swim Team Lessons. It was asked if Swim team lessons could be a week earlier? Issues were schedule and cost. No decision was made.

11. Swim Team Sleep Over. These have ceased for four years, because there was trouble the year before. It would take many chaperones for such an event. Should it be started again? No final decision was made.
12. Swim Team insurance. The Swim Team has insurance at a cost that is based on the number of swimmers last year.

C. Pool. Rodney Whitefield, VP Pool.

1. Pool Hours. It was asked whether the pool could close at 9:00 instead of 8:00? Rodney suggested that we could apply these later hours to only June and July when use is a maximum and the temperature is hot. Last year we allowed closure at 9:00 p.m. upon request at the judgment of the lifeguards. Doug and Jody suggested the 9:00 closing for only Wednesday, Friday, and Saturday until mid-July.
2. Pool Staffing. Rodney hired Andrew Robb as Pool Manager. Leslie Hatcher is a potential Assistant Pool Manager. She will replace Andrew for two months this summer. Andrew has to recertify, while Leslie has already recertified. We had 18 guards last year, and 8 have said they want to return. Lifeguard job openings will be advertised on the Shadow Brook website and in the Splasher.
3. Landscaping. The grass has been mowed once.

The roof over the pool tanks has been painted.

Rodney is in the process of installing a self-closer on the entry gate.

The San Jose city pool inspections cited us four times for not having a self closing gate.

The intent is to have it operable before the inspection for the June operating permit renewal.

While we're grand-fathered to not require one, we could be alleged to be below standard in the event of an accident.

A new plastic shed is to be installed under the eave of the roof covering the Chemical tanks.

This shed will hold materials presently in the pump room making access to the new automatic pool chemical controller difficult. The small shed will be padlocked.

We should consider hiring Antonio to paint the back wall of the storage building with a spray gun. This is the wall that was temporarily repainted to cover the graffiti. Rodney talked about the challenge of painting, namely, matching colors. Rodney will ask Antonio for an estimate. It would be ideal to use an off-the-shelf color, to avoid mixing colors.

The question was raised about people who like to put tarps on the grass – kills it. It was decided that the lawn should not be watered on Friday afternoon or Saturday during the day, because of pool events. It was suggested that we water late Thursday (say, 11 PM) and then, say, 1:00 AM Sunday. Generally, people have commented that the pool area looks great!

Rick will figure out how to do the chemical tanks; he was given the controller manual.

4. A board member inquired regarding a request for a private party at the pool. A motion was made to allow an outside group (maximum of 50 people) to have a party at the pool on July 29, 2007 from 5 to 8 PM, with use of the pool, kitchen, and barbecue, at a cost of \$125.00.

Seconded and passed unanimously. We'll have to add an extra lifeguard. This event will be formally put onto the pool schedule, both in the pool office and on the web.

D. ACC. Patrick has been helping the lone ACC member, and reported that 10 people have been contacted to fill the two openings. Henry Blinkenheim accepted a position. Motion made to appoint him to the ACC, seconded, and passed unanimously. Two more are thinking about the position.

E. Posting to Web. Rodney outlined the capabilities of the Adobe "Contribute 4" package, which would allow multiple individuals on the board to post to our web site. Patrick agreed that the package could allow us to do that, but pointed out that we really don't need it because we can modify our existing site to accomplish our goals. Basically, we need to "unlock" the site and let selected data – eg, pool hours, swim lessons, board meeting announcements, social events – be posted by the proper individuals. Patrick suggested that pool hours, swim lessons, board meeting announcements be on our "front page".

F. Minutes. Motion made to approve minutes from January 8, 2007; seconded and passed unanimously. Motion made to approve minutes from October 13, 2006; seconded and passed unanimously.

G. Dues. There was discussion about raising dues. Rodney pointed out that there is civil code which lays out a procedure of homeowner notification. Documentation needs to be sent to members. It appears that the deadline for doing this notification is February 28, and we cannot make that deadline. The observation was made that our reserves are not where they should be. It was pointed out that the parking lot will need either complete replacement or major upgrades. The trees are apparently destroying the pavement. Could we use paving blocks instead of repaving? This item was tabled.

H. Adjourn. Patrick adjourned the meeting at 10:31 PM.

Respectfully Submitted,
Will Todd, Secretary
(note: material through item B from notes by Rodney)