

**Olney Mill BOD Meeting February 2020**  
*February 6, 2020- OLNEY PUBLIC LIBRARY*

**In attendance:** Michelle West, Jerry Moxley, Brodny Hall, Owen Graham, Julie Schade, Matt Stroot, Geoff Troidl, and Karen Herrera-Morales

**CALL TO ORDER**

**NEW BUSINESS**

**1.) Bookkeeper Position**

Potential candidate for bookkeeper position. Brodny explained the duties, including preparations for audit, use of Quickbooks and processing invoices. Currently, Brodny has been acting as bookkeeper with the help of the previous bookkeeper during the transition. Potential candidate is a member of the Olney Mill Pool. Michelle and Brodny are to email potential candidate.

**2.) Swim Team/Coach Status**

Julie Schade met with the swim team last night and has a strong potential candidate for the coaching position. Salary discussed, evaluating what the coach would bring and discussed that his expertise would bring a great asset to the swim team. Another two potential coaches will also be considered, both with good experiences. Swim team meeting, Thursday March 19 at 7pm to meet the coach at Ross Brody Community Center. Jerry mentioned perhaps having board members at the meeting expressing our support for the swim team. Jerry and Michelle volunteered to represent.

Julie discussed the goal of getting a stronger swim team with a more dedicated coach to head it, also making preteam a more team oriented experience versus lessons with staffing being more of a one on one or two on one experience.

Michelle asked about sponsorship. Megan and Leslie have sent out sponsorship requests and four responses. Looking for someone to follow up with sponsors (possibly a parent). Julie will keep up posted.

Julie also mentioned the idea of having a kick off before the season by hosting a Block Party, Sunday May 17 and asked for permission to use the parking lot and use of restrooms. Block Party would consist of food, games, music and spirit wear sales. Michelle asked that everything regarding maintenance and plumbing were to be coordinated for hosting the kick off event.

Julie requested keys to locks for the parking lot gate and keys for the swim team.

Directed to Kevin for keys. Julie wanted closet keys to reorganize, bins and labels for concessions so to keep it organized. Michelle is to email code for keys.

Julie requested information regarding memberships that will not be returning. Brodny and Michelle have names of memberships cancelled. Julie would like to reach out to those canceled memberships.

2018 Team handbook and Profit and Loss sheet handed over to Julie as well.

Julie requested that all new members be directed and informed of swim team. Michelle said that she has been informing newcomers to the parent meeting, March 19th.

3.) Michelle mentioned a former board member that left under negative circumstances, emailed and would like to return as a member of the pool. All agreed that he is to return.

## **CONTINUING BUSINESS**

### **1.) Membership**

Concerns were brought up regarding membership handling. Many emails have gone unanswered and communications were lacking regarding membership information, packets to be reviewed and possibly revamped. Greg is to have online information and payment online for next year. Several members of the board had to make sure packets were put together and mailed by the deadline. The board discussed options for dealing with the membership director. All agreed to have Michelle send an email on behalf of the Board asking if membership BOD is still interested in position or if position would need to be relinquished. Owen has volunteered to check email in the meantime and answer membership requests. Michelle produced a document with membership request, information and what was answered and sent.

Michelle asked if information can be digitized. Making updates to website, digital format of contacts, basic hours, bond, and application. Prompt them to input email as a mode of contact and not have to OPT IN.

### **2.) Review of Bylaws**

Regarding membership types ( family, seniors and single membership), Jerry reviewed and mentioned that a vote to change or an addition, change and/or addendum would be required. Brodny mentioned that countywide there are no regulations on the amount of members and a new category can be added, an addendum or change made by a vote, (i.e. single memberships at a discounted rate and cap an amount). A list is to be compiled for November listing changes and/or addendums to the Bylaws to be presented for a vote in accordance with Bylaws regulations.

A census was discussed of what the membership constitutes. Possible ways to take a census was discussed, i.e. possible companies to organize a census or having people fill out census via front desk. Geoff would be looking into an organization for census purposes. Owen will look into the amount of tags per family and if it could be filtered.

## **COMMITTEE UPDATES**

### **1.) Maintenance**

Matt will be addressing the office wall repair, swim team wall cork board. Jerry is to put up Banner this weekend pending weather.

### **2.) Treasurer**

Membership dues are coming in. Paypals and checks. New member joined. Admin expenses over this year with purchase of computer. Postage is at a high due to membership mailing. High water bill is to be addressed by Brodney.

**3.) Membership**

Discussed as above.

**4.) Social**

Geoff had a quote for casino night, 4 hours \$2,500 including tables and staff. Members will pay for stack(s) of chips and prizes (i.e. gift cards).

**5.) Swim Team**

Discussed above.

**6.) Other**

Owen looked into battery for front desk laptop and was given the green light to purchase.

**ADJOURN**