

Meeting Minutes - ERRA Board of Directors

Location	Date	Time	End
Gordon-Becker Residence	7/28/2022	6:30 PM	8:30 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 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 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	8/22/2022	Time	6:30 PM	Location	TBD
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Topic Area	Item Description	Responsible
1	Welcome	Gordon-Becker
2	Approval of Minutes	-Motion to approve by Gordon-Becker, Second by Parrish. All in Favor. Gordon-Becker
3	Manager's Report	Gordon-Becker
4	Snack Shack	-Ashley will meet with Sara this week to go review inventory issues, and get all staff access to the google spreadsheet Kolsaka
5	Swim Lessons	Current Numbers (as of 7/27/2022): 85 Non-Member Lessons Booked & Paid: \$14,775 60 Member Lessons Booked & Paid: \$7,425 Income: Total Paid: \$22,200 April \$5,250 May \$6,375 June \$7,575 July \$3,000 Budgeted: \$8,500 Over Budget: +\$13,700 153 lessons blocks made available, 137 booked. Parrish Troutman

6	Swim Team / Water Activities	<p>-Aerobics ends Wednesday August 13th after the last session. -Need to consider a future conversation of whether or not to maintain this perk - can discuss at a later date -ERRA Barracudas had a fantastic season (undefeated among all completed meets) - CHAMPS on Saturday, July 30 at JMU -Gators is having practice location issues. Potential for off-season income. Jolanthe proposed Senior level practices Tu/Th pm 6-8 or 7-9 Sep-Oct. No lifeguards needed, they have insurance that covers swimmers, coaches, and general liability. Coach can help with water testing/chemicals as needed. \$50 per day to rent. A key would be provided to access the grounds and pool. Gordon-Becker called a vote, all in favor, none opposed.</p>		
7	Finance / Treasurer	<p>-Waiting to close Union to verify no other subscriptions were still attached to the account. We are now good to close and Union has been notified. -Off Season expenses (for future planning) +/- \$60,000 in expenses until February when invoices go out. -Water Company did not credit us, Zook reached out and we got \$676.60 credit. -Income opportunity: Renting parking/storage space during off-season. Jared believes we can fit 25 campers/RVs on the lot. Proposes charges \$100/mo. per parking space. Per insurance we have to limit access to the grounds to keep other's property from damage - a BOD would have to accompany clients. Will table to next meeting. -Lawn mower update: Lawn mower is fixed. Gordon-Becker created an ad. We will offer to members first for one week, then post publicly. Selling for \$3500.</p>		Zook Lawrence
		Balances to date:		
		Union Checking	\$8,748.17	
		Money Market	\$0.00	
			\$8,748.17	
		Farmers Checking	\$127,269.40	
		Money Market	\$10,104.35	
			\$137,373.75	
		Total in all accounts:	\$146,121.92	
		Loan Balance:	-\$320,170.86	
		Membership Budgeted pre-season:	\$175,800.00	
		Current Revenue per WA:	\$203,245.00	
		Over Budgeted Membership:	\$27,445.00	
			2022	2021
		Guest Passes through 6/28:	\$2,890.00	\$1,562.00
		Snack Shack through 6/28:	\$6,195.50	\$4,559.50
		Pool Rental:	\$400.00	\$50.00
		Increase from above 2021 Sales to date:	\$3,314.00	
8	Personnel	<p>-Some conflict within the team that was addressed this week. Handled by Gordon-Becker while Sara was off. Sara is aware and will follow up. -Ruebke proposed making sure that any general issues we are having, be sure to cover during orientation.</p>		Bechtel
9	Membership	<p>392 total memberships 12 Board Directors (12 paid) 341 Family Memberships (325 paid) (4 hold accts) 13 Senior Couples (13 paid) 7 Single Adults (4 paid)</p>		Keck

		7 Recreational (2 paid)	
		6 VIP Memberships	
		2 Pool Management Memberships	
		-Parrish mailed out account termination letters to remaining unpaid membership accounts. -3 new memberships since last meeting (2 single, 1 family)	
10	Grounds / Maintenance	-Tree next to the tennis court was taken down, and the trunk was cut to the ground by Troutman. -Toilet in the women's bathroom was fixed. Thank you to Brian Becker for his assistance.	Bechtel Gordon-Becker
11	Social	-Annual Meeting + Ice Cream Social 8/28/22 at 3pm. -Labor Day Potluck on 9/5/22 at 4pm!! Dessert Bake-Off will be included. ERRA Board will provide paper products. Dessert Bake-Off will be judged by three pool members.	Ferguson
12	Governance	-Operations Manual has been updated by Ruebke to reflect guest pricing. Keck will place updated version on the website.	Ruebke
13	Other	-Staff Party on 8/5/22 (lots of RSVP!!) 7-9pm (pool closing early). Will have a raffle for prizes. Servings wings, pizza, and snacks. Will have some fun activities for staff. Gordon-Becker, Ferguson, and Keck will run event. -Google Drive sheet is live for members and their businesses/hobbies. -End of year members "wares" sale closer to the end of the season. Market day for members to sell their goods (ex: lemonade stand, pampered chef, etc). Members will provide their own set up in the grassy area near the fence. -80's Neon Glow Party Night - August 26th 7-9pm. Members will bring snack. ERRA to provide water/lemonade. Noelle will update Social budget and provide budget for the party. -Idea for next season by Gordon-Becker: Yoga - Sunrise in the grass area off the deck. Water Aerobics does not have good attendance.	Gordon-Becker
14	Notes	-Gordon-Becker proposed end season of survey. Offer guest pass card drawing entry for participation. Introduce ideas for next season and get feedback. Give opportunity to highlight a staff member who was helpful or stood out for exceptional service. -Gordon-Becker proposed community give-back program. Members can nominate new families for a free one-year membership. Nominations will be private, and selections made by the board. Gordon-Becker motioned for approval of annual community give back program, all in favor (7), none opposed. -Member who purchased a new membership this year has not used it. She has asked the board if she can gift the remainder of her membership for this season. Gordon-Becker motioned for the board to allow members to nominate a family. All in favor, none opposed.	