

PCC BOARD MEETING MINUTES

DATE: February 6, 2014

Called to Order: 7:00 pm

SIGNED-IN

Board Members: Donna Hixon, Treasurer; Marcia Brown, VP; Olivia Callaghan, Secretary

Trustees: Angie Barker, Anne Liepman, Donna Haas, Eileen Nelson, John Hoffman, Keith Phillips, Rita McKendrick, Karen Walters

Caretakers: Ty and Natalia Moore

Guests: Candy Patterson, Greg Russell, Katie Miller, Linda Davis, Sharon Hawkin

Guest Katie Miller requested to be heard on the following topics:

- Katie felt that she should not have to be out of the pool by 8:45. She feels that each member should have the choice to shower or not. She would still be out of the building by 9:00. Was discussed and agreed that she can swim until she wants to as long as she is out of the building by 9pm.
- Also, due to privacy issues did not like having to write her full name on the sign in sheet.
 - **ACTION:** Marcia will follow up with the insurance company to see if signing in with your first initial and last name is acceptable and will follow up with Katie.

Caretakers: Ty and Natalia:

- Level of calcium is increasing. They have been backwashing every other day and this has not made any difference. The chlorine that we are using is calcium based. Currently the calcium level in the tap water is 40, the calcium level in pool is 560, and it should be under 200. They feel that to control the level the pool needs to be closed down, drained $\frac{3}{4}$ and filled again. This cannot be done while it is freezing outside. Will take 4 days due to the length of time to reheat. Signs to be posted in the pool and also on the website.
 - **ACTION:** We will close the pool for 4 days starting Thursday the 13th after water aerobics. It will be reopened on the 16th.
- Women's bathroom – the insulation fell off the pipe and the pipe is exposed. This needs to be fixed.
- Dehumidifier in the women's bathroom needs to be replaced.
- Lately there has been an increase in long hair in the filter. We need to address the hair up issue in pool.
- Food – cheerios on the floor on the women's locker room.
- Pedi Lady comes just the 1st week of each month, Lavelle used to leave her a key. Door was unlocked all day.

Treasurer: Donna Hixon:

- Can't get into Quick books, no report.
- Need filing cabinet that locks, Donna to check into it, looking for 2nd hand one for \$20-25.
 - **MOTION:** John made the motion for Donna to be able to purchase one for \$20 to \$25, Angie seconded the motion, motion passed.
- Storage lockers: we currently store chemicals and paint in a wooden storage locker; our insurance would not cover any damage caused from this. We need to store them in a metal cabinet with hazardous stickers on containers and on storage locker.
 - **ACTION:** Need to add to planning focus, maintenance in 2014.

Membership Report: Angie, Eileen, and Rita:

- 1st orientation with new crew was last week, 8 potential members showed up, it was a nice group. Next orientation is set for February 20th.
- Requested additional keys for: main door, office, and computer cabinet.

Pool Rental: Anne Liepman

- Currently have one pool rental this Sunday, February 9th.

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- Received a request from the boy scouts; they would like to use the pool on March 25th from 5:30 – 7:30. This is outside our usual time for pool rentals (none after 6pm). Betty Lash will be helping; they will be earning their merit badges. They will still have to sign a contract.
 - *MOTION*: Marcia made the motion for the boy scouts to receive a free pool rental on March 25th, Olivia seconded the motion, motion passed. Anne to post a notice in the pool.

Hall Rental

- Currently have 22 contracts for 2014.
- Received a request from Mothers of Preschoolers to use the hall in March at no cost for their Daddy/Daughter dance. They will pay cleaning and damage deposit.
 - *MOTION*: Eileen made the motion for the Mothers of Preschoolers to receive a free hall rental, Angie seconded the motion, motion passed.
- Received a request from Kitsap Residents Services (services the developmentally delayed) to use the hall at no cost on the 1st Sunday in December. They will pay cleaning and damage deposit. They come together once a year for a Christmas party.
 - *MOTION*: John made the motion for Kitsap Residents Services to receive a free hall rental, Angie seconded the motion, motion passed.

Maintenance: John Hoffman

- Very close on the dehumidifier, hopefully it will be complete in a couple of days.
- We should have a list of who has what keys.
 - *ACTION*: Olivia to work on this.

Groundskeeper: Candy Patterson

- Needs to set up day to walk grounds. We will need a schematic; there will be a budget at the next meeting.
- Donna has friends at Lowe's; we can buy a riding lawnmower at cost.
- Candy asked if it was okay if a non-member volunteered, yes it is.
- Once we have decided on a work date, we need to send the date out to the general membership.
- Talked about Candy being a trustee, she will think about it.

Secretary: Olivia Callaghan

- January board minutes were approved by straw pool, posted in pool.

Vice President: Marcia Brown

- L&I taxes. We pay \$0.5631 in tax per dollar for vacation pay and back up cleaners. We currently pay \$10.00 to the am cleaner and \$30.00 to the pm cleaners, for them to actually receive \$10.00 and \$30.00, it would actually cost us \$15.63 and \$46.89.
 - *MOTION*: Donna made the motion that the Employee and employer L&I taxes should be paid on top of base pay for back up cleaners. Eileen seconded the motion, motion passed.
 - *MOTION*: Eileen made the motion to pay vacation pay for the caretakers on top of regular monthly pay, Angie seconded the motion, motion passed.
- West Sound Utilities: Nick negotiated with West Sound. They have agreed to provide PCC with a sewer account credit of \$119.60 per month back to September billing period and a future monthly credit of \$119.60 until September 2014. Linda suggested that we send a thank you card to Nick with a copy of the letter.
 - *ACTION*: Olivia to mail card and copy of letter to Nick.
- Free Dues: Lifetime and senior citizen discounts, these items will be tabled until March meeting. We need to establish who will get free dues. Keith suggested that we increase the dues. Decided that we need to go back to the drawing board one more time. Bottom line is that we need to have 2 months in reserve to operate the pool; current costs are \$7000 monthly.

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- By Laws: Changes to be approved: You must have a budget for expenses; if your budget is \$250 then you only have \$250.00. You must submit your expenses two weeks ahead of time.
- Monthly Meeting Agenda: Items to be discussed need to be submitted two weeks ahead of time. 1 week before the monthly meeting, the agenda needs to be posted online and in the pool.
 - *MOTION*: Olivia made the motion to accept the expense and agenda changes to the by laws. Angie seconded the motion, motion passed.
- Secretary of State/DOR: No one knew that we were supposed to renew, we were well past the deadline to file. We begged for forgiveness and we are okay. We need to take Inc. of our name because we are a non-profit status.
 - *MOTION*: Eileen made the motion to delete Inc. so our name would read: Parkwood Community Club. John seconded the motion, motion passed.
- Community Service Manager/Bazaar: Lavelle does not want to give up this job.
- Postmaster: will address this position at the next meeting
- Received a request for free dues for the Rollers participation in the bazaar. In the past we have given them 3 months free.
 - *MOTION*: Anne made the motion that the Rollers receive three free months, John seconded the motion, motion passed.

MOTION: Angie made the motion to Adjourn at 8:30, Eileen seconded the motion, motion passed.
Meeting adjourned at 8:30 pm.