

# Cedar Hill Club Board of Trustees

## Board of Trustees Closed Meeting

March 19, 2019

3 Jean Road

Somerset, NJ

## MINUTES

**Call to Order: 7:09 PM**

Attending: Alisha Uccardi, Kathy Vladyka, Cyndee Wolff, Todd VanBeveren, Jim D'Ambrosio, Joann Urban, Dave Cocuzza, Rhonda Breen-Simone

Excused: Kristin Greenstreet

Next Meeting: April 9, 2018 7:00 pm 3 Jean Rd. Somerset NJ. Subsequent meeting date changed from 5/14 to 5/7 7:00 pm

Approval of Minutes: Minutes from February meeting, Motion by Joanne to approve, 2<sup>nd</sup> Todd, All in favor; motion passed.

Adjourn: 9:57 pm

### OFFICER REPORTS:

#### President's Report:

- Reynosis – Cyndee provided before pictures; Nate did not have after pictures to present to Reynosis. Dave C. connected with the account manager to discuss the ripples in the baby pool. Concerns include the amount of ripples in the baby pool. An email suggested that a solution may be to use a shop vac to release any water behind the liner which may have resulted from ground water.
- Garden State Labs – contract signed for 2019 season. \$2,595. Drinking water is tested separately at \$75.00 per month.
- Rutgers Prep – Mike Lamb from Rutgers Prep wrote to the Board to request considering renting the pool to Cedar Hill Prep for their camp Summer Blast Day Camp. Discussion included hours used by Cedar Hill Prep (6/26-8/17, consideration for Championship day, which days and what times the camp would use the pool and pricing. Suggested that we offer Tues/Friday from 10:30 – 12 noon. Pricing consideration of 15/hr x 1.5 hrs x 40 campers x 12 days = \$10,800. Kathy will contact Mike Lamb to discuss further. Another suggestion was to invite the families of the campers for 1 week night to market for additional memberships.
- Art Tooles' Contract – Art is not available for the maintenance position as his daughter is moving out of state for college. The board has asked Operations (Cyndee) to move on to the final applicant to see if there is still interest.

#### Secretary's Report:

- Correspondence from Insurance Company received. President replied we were not interested; future correspondence will be brought before the board before responding.
- Rhonda will continue meeting with outgoing secretary to further transition.

#### Treasurer's Report:

- Feb Bank Rec – attached. All membership funds have been deposited to date.
- Worker's Comp – a review of the worker's comp policy is being done by Kathy and Jim. It would appear that the policy is based on incorrect information. Financials from 2016, 2017, and 2018 will be submitted to the insurance carrier with more up to date information on employees, their roles and the financial information of the club. The current cost for the policy is \$6,371.00.
- Declining membership – 17 bond checks were sent in February from resigned members.

### **STANDING COMMITTEE REPORTS:**

#### Pools and Grounds:

- Dates for Work bonds 3/23, 4/13, 14, 5/4, 18, 19. Dave and Todd are unavailable to lead work weekends in May. Cyndee will run the work weekends. At the end of each work weekend, a list of members who attended will be forwarded to Alisha and Kathy. The information will include bond #, name, sign-in and sign-out times.
- Pool cover removal – At present there is no contract with a vendor for the removal of the pool covers. Aquatic Service was contacted; Chip Meade reported that Aquatic was treated very poorly by a past contact at CHC and will not work with us due to the exchange. Dave spoke with Peter at American Pools and he expressed concerns about continuing with the contract due to liner issues. Dave will speak with the President, Brian Bergeski to determine whether we can remain with American for the pool cover removal.
- Dave has met with Ken a few times and has the keys and the cameras returned. Dave is making headway with electric needed for installation; a recommendation was made for a different camera set up, but will go with what we have for now.
- One of the sump pumps was replaced; the other was working, but Trezza's inspection found the pit walls need replacement. The electrical is below the level it should be and the walls are disintegrating. Replacement is needed.

#### Operations:

- Upright Contract – Upright does not have a license to apply chemical treatments for pesticides, etc. Cyndee will present additional information for pesticide application vendors on separate contracts. Motion to accepted amended Upright contract by Cyndee, 2<sup>nd</sup> by Todd. All in favor. Motion passed. Contract signed. Season \$11,782.06. Cyndee will call Upright, Rhonda will follow up with email and signed contract attached.

- Cyndee presented pricing for chemical applications for pesticides, etc. True Green - \$2,025; Natural \$2,370. Application would be 7 step process. Applications early fall, late summer, late fall, April lime etc.
- Snack Shack – Jim Hayes will not return to run snack shack. Cyndee reported that the shack would remain closed unless someone had an alternative.
- Manager/Assistant Manager – Scott Burd Facilities Manager, Chris McEvoy, Assistant Manager. There will be 3 head guards.
- Lifeguards – Letters of employment were mailed out.
- Swim Lessons
- Water Aerobics – Kelly Cirone will return. She will present a schedule for 3 sessions a week.
- Festivity Days – There was discussion on proposals to allow a limited # of guest passes at a determined price per pass (i.e. \$40.00). Currently guests are permitted at the guest rate after 4pm. The discussion did not bring forth a motion.
- Payroll – Credit of \$1200 was received from PayChex. Paychex is upgrading our software to PayChex Flex at no cost to us. Cyndee had a meeting and demo on software.
- Health Inspection – to be scheduled with county mid-May.
- Calendar – Operating hours change.
  - Motion by Cyndee, 2<sup>nd</sup> Todd to set opening hour to 11:00 am. Motion passed.
  - Jim moved to delay opening from 11:00 am to 12 noon on weekdays (Mon-Fri) from August 5<sup>th</sup> to the last weekday of the regular season (9/2?). 2<sup>nd</sup> Cyndee. Motion passed.
  - There was additional discussion on timing for pre-season swim team practice and when full time hours could begin. This discussion will continue at next meeting with presence of manager.

Membership: Attached

- Motion by Alisha, 2<sup>nd</sup> by Joann to expend \$50.00 to township for permit fee to hang marketing sign. [Lynn Feist will obtain the permit and submit expense reimbursement]. Motion passed.
- Motion by Alisha, 2<sup>nd</sup> Joann to expend \$80 to have 4 marketing signs printed. These will be displayed at targeted events around the township. Motion passed.
- Motion by Rhonda, 2<sup>nd</sup> by Kathy to limit guest passes per membership to 36 per season. Motion does not pass.

Special Events: No Report

By-Laws:

- No Report

Grievance: No grievances were received.

Nominating: No Report  
Policy: No Report  
Publicity: No Report

**AD HOC COMMITTEE REPORTS:**

- Swim Team:
  - Swim Committee
  - Tennis Instruction

Cell Tower: No change from last month.

**NEW BUSINESS:**

None

**Adjourned:** Motion to adjourn 9:57 pm. Motion passed.

**ACTION ITEMS:**

Alicia will send the flyer about CHC for local companies interested in renting CHC for corporate parties to board members.

Dave to identify installation of cameras.

Todd to contact caterer for lobster bake.

Cyndee will call Upright to confirm signing of contract and will call Brightview to cancel season.

Rhonda will follow up with scan of signed Upright contract.