

# Cedar Hill Club Board of Trustees

Board of Trustees Closed Meeting  
June 11, 2019  
3 Jean Road  
Somerset, NJ

## Minutes

**Call to Order: 7:13 PM**

Attending: Alisha Uccardi, Kathy Vladyka, Cyndee Wolff, Jim D'Ambrosio (late), Joann Urban, Dave Cocuzza, Rhonda Breen-Simone, Kristin Greenstreet

Excused: Todd VanBeveren

Next Meeting: July 9, 2019 7:00 pm Cyndee's house 2 Jean Road, Somerset

Approval of Minutes: Motion to approve as submitted;  
March, motion by Cyndee, Alisha second; Motion passed  
April, motion by Cyndee, second by Jim; Motion passed  
May, motion by Cyndee, second by Jim; Motion passed

Adjourn: 10:22 pm

### **OFFICER REPORTS:**

#### President's Report:

- NJ Office of Clean Energy and Board of Public Utilities' managed NJ Direct Install Program with CMC Energy Services

#### Secretary's Report:

- Historic Residents of Franklin – had a post requesting public pools and several comments included CHC as a good viable option. Some nice comments about our facility.
- Email forwards have been reviewed and updated for Hostway email cedar hill email addresses.

#### Treasurer's Report:

- No report – update at meeting. Statements not yet received. Kathy will send Friday morning. All updated financials.
- First Cedar Brook Day camp (Cedar Hill Prep) check received.
- Verizon, \$2,500 received, Kathy will work with George Wade to determine what the check should be applied to in our books. That check will be deposited in the Regal Bank Capital account. George will follow up with Verizon to track the cell tower lease payments.
- Motion by Cyndee, second by Kathy to return George Wade's work bond in lieu of the hours spend on chairing the ad hoc cell tower committee. Motion passed.

### **STANDING COMMITTEE REPORTS:**

#### Pools and Grounds:

- Camera Installation – see third bullet below.
- Water fountain update – see below.

- There are a lot of things surfacing. There is another box of cameras stored in the garage. It will cost us a few thousand dollars to run electricity to install the cameras. We have to prioritize which project will be completed due to cost.
- High end pieces:
  - Erosion by the stream. River stream rock pricing. Minimum w/o delivery is 5 yards. Dave is not sure how much rock will be needed. He will confer with past P&G chairs.
  - Component on water fountain was corroded. Dave tried to replace, but it didn't work. Dave gave manual to Scott's son to try to diagnose, but time is limited. We can put signs up about the fountain
  - Slide repair ok

Company to close and open pool must be identified. Past business relationships limit the number of vendors available.

All of the maintenance issues are money.

CHC budget is affected; down 30K in membership revenue. Risk management analysis must be done for prioritizing repairs.

Operations:

- Updates on inspections and remediation (see enclosed estimates and reports) Health inspection was just before opening. The permits must be submitted in December so that we can schedule inspections Mid-May (in Operations notebook). Baby pool drain just replaced; each must be changed every 5 years. Documentation is in operations book.
- Calendar confirmation – Friday evening was listed correctly on calendar to close at 7 pm.
- Snack Shack – Nick may do championships – Jim Hayes also offered to talk about championships.
- Chairs/Tables – very limited inventory exists currently.
- Red Cross classes – updates on certifications
- Yoga class - member wanting to do onsite classes
- CHC flyer – share one page flyer
- Team night at CHC
- Charcoal delivery on Wednesday.
- Music at Cedar Hill; no profanity. Please be considerate of your neighbor.
- Motion by Rhonda, second by Cyndee. Add language to handbook to define music played on person devices at CHC, profanity is disallowed. The expectation to members is to be considerate of your fellow members and turn down music when asked. Motion passed.
- Motion by Cyndee, Kristin second to offer 50 guest passes at \$25/guest. Amended to 40. Passed.

Membership:

- Team Night – Swim Tests needed for all there; extra staff needs to be hired; there are other areas to consider; there are previously scheduled parties.
  - Each team needs to send a list of team members and the parents. Waivers for each attendee. A chaperone MUST accompany any child.
- Communication to membership on closing for rain or other maintenance etc.

- FYI upcoming Sports team, girl scouts parties
- Member communications frequency. . . level of content
- How we will be handling swim lessons, scheduling, rates. Manager will be responsible.
- Prorated summer membership schedule / fees
- Creating and sharing our "To-DO" list with members

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:

- Snack shack operations for Championships
- Lap swimmers allowed during swim practice –Cyndee answered this and emailed membership -
- Chaperone/Grandmothers allowed to drop off for afternoon swim practice (coaches may wish them to stay so they are not responsible for the children)
- Non-babysitter pass drop offs allowed during morning practice?
- Swim committee notes 5/7 meeting: Christine spoke with Matt Hayden at Somerset Patriots. He has set up a portal for us to use. The link is in his email. Can you promote the event in any emails you send out and maybe Alicia can send something out to the general membership. I can do a flyer if you want it posted somewhere, too. If we can get at least 30 kids there, we can do something on the field before the game.
- The swim moms spoke by phone, on Tuesday night. We spoke about the following: we would all help set up home meets; - Kelly and Christine will do all scheduling and volunteer tracking; - We will have volunteers initial themselves in at meets and then we will post; - Kelly has one sponsor for the t-shirts; - Christine set up a team participation opportunity at the Somerset Patriots Swim Team Night on June 20; - Jennifer will take care of towels for 13 and over swimmers; - Svetlana will order trophies, she just needs ordering information; Svetlana will update registration forms.
- Swim/Dive team is moving along fairly well.
- Question- Asst Coach George has next week off due to Disney music trip for school. Should we doc equivalent of 1 week pay? Asst. Coach George was only available for Tue/Thurs. Motion to doc a week's pay from Asst. Coach George for his absence. This deduction would be split across 7 pay periods. Kristin second. Motion passed.
- Somerset Patriots Swim Team Night 6/20 is team fundraiser & if we get 30, we get extra perks, like invited out onto field & recognized. We request that practice is 345-615 to allow for that, which means 45 min earlier open and close of pools. Operations- Pls make sure this is ok. T-shirts done at less than \$175 after the sponsors. They would have been between \$800-950.

Cell Tower: No change from last month.

**NEW BUSINESS:**  
**Manager Report:**

Problem w/CO2 tank. Seals put on last year were installed incorrectly, the vendor will replace the tank seals. Since we put in CO2 the water tests are good.

The #2 garage has been cleaned; next swim garage.

From pool perspective – all ok.

What is with the Team Night? Why no communication?

Swim practice (Colin by himself) not ideal. Suggestion by manager to stagger older vs. younger to have Matt present. Jim (swim chair) has elicited volunteers to assist. Communication regarding cancelling practice for rain? Who communicates with Management regarding cancellations. Suggest running with 6 lanes and split ages in lanes. Matt can attend if we drop the first 45 minute.

Pavillion – power issue. \$2200 estimate. Kristin will ask her father in law to look and provide an estimate for repair. In the meantime, the LED lights will hung. Kristin will donate the lights.

Snack bar – suggestion. Some people have requested soda, ice cream, or candy. Is there consideration for soda, water, ice cream, candy. Sell out of office (buy at Costco). No one was buying. We had it at the snack shack and then moved all down to the office. Kristin will purchase items from Costco. Motion by Kristin, second by Joann to sell for limited snacks and drinks at the office for purchase by members. Prices will mimic Little League pricing. Snacks will include only soda, water, Gatorade, candy. Favor: 7 Opposed: 1

Lawn Chair controversy: Motion by Kristin, second by Joann to move 4 lounge chairs from the pool deck areas to two designated areas in the shade. These will be designated for shade use only .... Motion Tabled

Franks, Julie. Alisha will provide contact information. Rhonda will write a letter of apology.

**Adjourned:** Motion to adjourn 10:22 pm.

**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.

Locks changed on garages

## Correspondence:

From: Wayne Rode <[wrode@cmcenergy.com](mailto:wrode@cmcenergy.com)>  
To: [president@cedarhillclub.com](mailto:president@cedarhillclub.com) <[president@cedarhillclub.com](mailto:president@cedarhillclub.com)>  
Sent: Fri, May 31, 2019 3:09 pm  
Subject: NJ Clean Energy, Direct Install Program

Good afternoon Cyndee.

I work on behalf of the NJ Office of Clean Energy and Board of Public Utilities' managed NJ Direct Install Program with CMC Energy Services; we handle the Clean Energy Program in Somerset & Hunterdon Counties. I wanted to reach out to you with some information on the clean energy program and it's availability, in case you were also interested in participating for your facility. The Direct Install Program pays 70% of costs to install new high-efficiency LED lights, heating, air conditioning, and refrigeration systems in private & government, commercially rated and utility serviced buildings in NJ that are either owned or leased.

LED typically saves between 60-70% in lighting costs, which for many facilities means huge savings. LEDs also provide a more consistent/ reliable light, less maintenance and often times increases safety and visibility. In addition to lighting, the program also looks to upgrade HVAC and refrigeration components to increase efficiency. So if major HVAC work is needed in the near future, this is a great way to have the clean energy program pay 70% of the project costs!

There are actually thousands of private and government facilities that have participated in the program in the past, and since it is a tax-funded program, you can find the list of 5000+ prior participants and some additional info on the NJ Clean Energy website:  
<http://www.njcleanenergy.com/commercial-industrial/programs/direct-install>

Would you be interested in speaking more about the program or to schedule an energy assessment / audit on your location? Once we perform the FREE assessment, we would create a custom report to show your true energy savings opportunity on your specific location as well as the funding available through the program.

Thanks, I look forward to hopefully speaking soon, and have a wonderful day/ weekend!

Regards,

Wayne Rode  
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Rhonda will review Handbook for changes. Rhonda will add language for music.  
Rhonda will meet with Scott to make sure office, managers and rule book are in sync.

Dunford TNL get certificates of insurance.

