

**Murraywood Swim & Racquet Club
Board of Directors Meeting
Wednesday, May 13, 2020
Murraywood Pool and Zoom Video Conference**

Attendees

Name	Present?	Name	Present?
Jesse Merritt, President, Swim Team	Y	Mary Ann Lane, VP, Membership	Y
Meredith Fields, Treasurer	Y	Rita Anderson, Secretary	Y
Carol Paulson, Asst Treasurer	Y	Paige Youmans, Pool	Y
Anne Reynolds, Pool, Website	Y	Will Warlick, Tennis	Y
Jeannie Watson, Tennis, Maintenance	Y	Barbara Cross, Clubhouse	Y
Katherine Keckeisen, Membership, Maintenance	Y	Doni Jordan, Social	N

- Call to Order – Jesse called the meeting to order
- Quorum – A quorum was established. 11 persons were in attendance via Zoom.
- SC COVID-19 / Pool Opening
 - We have received guidance from DHEC regarding opening the pool.
 - We are planning to open the pool 5/22, Friday of Memorial Day weekend.
 - Anne distributed the summary of the pool committee prior to the board meeting; the summary is attached in the same email with the board minutes.
 - The board reviewed the plan with several suggestions.
 - The overall plan is to designate 3-hr blocks of time where members can reserve a ‘pod’ at the pool.
 - There will be a 30-minute break between the blocks of time to allow for full cleaning.
 - A cleaning crew will be cleaning on a continual basis.
 - Each member’s group will be assigned a pod – basically a set area of chairs, lounges, and/or tables.
 - Members will be asked to maintain social distance.
 - We do not plan to sell concessions.
 - DHEC is recommending that we not exceed 20% capacity at any one time; we are hoping to accommodate 75 persons at a time, 15 pods.
 - **Action** – Tom to verify that our pool and deck space can accommodate 75 persons and remain within DHEC guidelines.
 - We will need to track attendees in accordance with DHEC guidelines as well.
 - We do plan to have an adult manager on-site during all hours of operations.
 - We discussed using an online system for reserving blocks at the pool; Anne has been researching options. The board decided to start initially with just a call-in process, to avoid technical glitches at the same time members are getting used to new processes.

- Anne will send out a communication to the membership, specifying the plan and that everything is subject to change as we learn more.
 - The board agreed that it's best to start out limited and expand, as we are more comfortable with operations.
 - Swim Team
 - Jesse reported that there would be no formal CSL this year, although each pool is encouraged to provide a swim team experience for their members.
 - We will have a team for experienced swimmers only; swimmers must be able to swim the length of the pool without assistance.
 - We will most likely alternate practice days for each age group to limit the total number of swimmers at a time.
 - The goal is to limit lanes to no more than 4 swimmers.
 - At this point, there is no plan for equipment sales, meets, or swim lessons this year.
 - Financials
 - Currently we only have 34 pool members committed for the year. Hopefully, the pool opening announcement will motivate many more.
 - Katherine is planning to be available at Murraywood a couple of afternoons next week as well as the first few days of the pool operation to take walk-up registrations.
 - We are required to maintain 1 guard on duty per 25 swimmers; thus, if we have over 50 persons actually in the pool, we will have to maintain 4 guards on shift – 3 on duty, 1 on rotation off.
 - In addition, we will have the pool manager, assistant mgrs, and cleaning crew.
 - We do not plan to reduce cost of membership due to limited access. We believe 3 hours per member should be sufficient per day.
 - **Action** – Carol is analyzing the revenue/cost projections based on membership numbers.
- Next Meeting – TBD
- Action Items for Follow-up -see below
- Jesse adjourned the meeting.
- Minutes respectfully submitted by Rita Anderson

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Action	Owner	Opened	Status	Comments
Determine Max # of pool attendees per block that meets DHEC guidelines	Tom K	5/13/2020	New	
Provide financial analysis comparison - pool open on time, pool not open for 2020, pool open for part of the summer	Carol	3/30/2020	New	
Check whether insurance can be limited if pool does not open	Carol	3/30/2020	Deferred	Deferred
Investigate whether MW can apply for a small business loan / grant	Carol	3/30/2020	New	
Communicate as positive message regarding the ppl	Anne	3/30/2020	On-going	In Progress
Follow-up with Members who have not renewed	Katherine	3/30/2020	On-going	Offer to work with members impacted financially due to corona virus
Chair a committee to form a legacy fund for Murraywood	Doni	8/19/2019	On-going	
Estimates for main drain and skimmer valve repair on the pool	Paige	8/19/2019	New	
Have WP Law check for leaks in area between courts 4 and 5	Meredith	8/19/2019	Updated	Area has been checked; no leaks found yet.
Initiate an assessment for restoring the clubhouse	Barbara	8/19/2019	On-going	
Explore options for enclosing the covered area off the poolhouse with plastic or canvas curtains	Barbara	8/19/2019	On-going	Anne brought material samples for review.
Maintenance committee to decide whether to upgrade court 5/6 lights per David Jordan's quote	Maintenance Committee	7/30/2019	On-going	The bulbs were purchased from David Jordan at a very reasonable price. Installation will occur as bulbs need to be replaced.
Obtain bids for a lift to reach the lights on the soft courts	Jesse	6/25/2019	Open	
Plan for designated smoking area outside the pool area	Paige	6/25/2019	Open	