

**Murraywood Swim & Racquet Club  
Board of Directors Meeting  
Wednesday, January 26, 2021  
Watson Residence and Zoom**

**Attendees**

<b>Name</b>	<b>Present?</b>	<b>Name</b>	<b>Present?</b>
Mary Ann Lane, President, Membership	Y	Kathi Sill, Vice-President, Financial	Y
Meredith Fields, Treasurer	N	Sandra Penland, Clubhouse/Facilities	Y
Carol Paulson, Asst Treasurer	Y	Will Warlick, Tennis	N
Anne Reynolds, Marketing, Website	Y	Barbara Cross, Clubhouse/Facilities	Y
Jeannie Watson, Tennis, Maintenance	Y	Rita Anderson, Secretary	Y
Katherine Keckeisen, Membership/Maint	Y	Rhyno Coetsee, Clubhouse/Facilities	Y
Paige Simensen, Swim Team Chair	Y		

- Call to Order – Mary Ann called the meeting to order.
- Quorum – 11 board members were present; a quorum was established.
- November minutes were approved via email.
- Treasurer’s Report & Finance Committee
  - Carol projects that we will end the fiscal year on March 31<sup>st</sup> with a taxable income of a little over \$8000; our tax bill could be lower if we install the ice machine within this fiscal year. We expect the ice machine and installation to cost \$3800.
  - We should end the fiscal year with \$40,000 to \$50,000 cash in the bank depending on the cost of the ice room and any other extraordinary expenses.
  - We are expecting a refund of \$667 from Sage.
  - We have a credit of approximately \$600 on our water bill that will be applied to our upcoming monthly bills.
  - Our accountant has assumed responsibility for payroll. Payroll dates are on the 15<sup>th</sup> and the last date of the month.
  - We have not yet gotten financial signature authority approved at the bank for the appropriate finance committee and officers.
  - Kathi recommended that we look into which banks or credit unions can offer us better service or rates than BBT. Carol suggested we include Roy Gum in the discussion.
  - Kathi reported that Katherine Sandifer has declined being on the finance committee due to her work commitments; Kathi plans to convene the committee within the next 2 weeks.
- Committee Reports
  - Membership
    - Membership is doing well; we do expect to gain some new members due to attrition from Rawls Creek.

- **Action:** Katherine took the action to put together a welcome kit for new members, per Kathi Sill's suggestion.
    - Please welcome our new member, Judy Fuller.
  - Pool
    - Lifeguard Certification – The board approved the motion, Per Eli's recommendation, that we allow USC to conduct lifeguard certification class at the Murraywood pool.
    - Pool Chair
      - Anne suggested that we put together a search committee for the pool manager and a pool chairperson for the board, and extend the search outside the membership.
      - Kathi volunteered to assist with the committee and recommended that we have Tom serve on the committee. We have asked Paige to serve on the committee as well.
    - Tom Keckeisen would like to step back from serving as our CPO after this summer season, and is willing to mentor his successor.
  - Tennis
    - Court 1
      - Lexington County may have the capability to repair the pipe impacting court 1 without uprooting the area around the gazebo.
      - Anne is researching other options for a short-term fix for court 1.
    - Court Keys
      - Kathi reported that we have not had much success with the various court locks and keys.
      - Sandra suggested that we may want to try combination locks.
      - **Action:** Kathi took the action that to have Irmo Lock check these out and give us their opinion.
    - Will and Mike continue to work on the watering schedule to optimize playing time on the clay courts.
    - We have received complaints regarding the lines coming up on courts 5 and 6; Jeannie is hoping to avoid resurfacing 5 and 6 and solve the issue with more clay and rolling.
    - We have 6 league teams playing this Spring.
  - Maintenance
    - Tennis Court Lights
      - We do have to replace some broken lights.
      - **Action:** The tennis committee to determine with whom to contract to replace lights.
    - Decking Repairs
      - We plan to schedule a date in the Spring for a work day to repair decking where needed.
- Club Improvements
  - Ice Machine
    - We have selected an ice machine and are awaiting the plumber's opinion.

- The committee has selected an ice machine that costs \$800-\$900; the machine is 36” x 24”. The plumber and electrician are ready to do the install. Overall cost of the machine and install is approximately \$3800.
- The selected ice machine will be air cooled.
- The plumber recommended that we shut off the ice machine during the winter.
- Sandra suggested we install a ceiling fan or upgrade the exhaust fan in the room to keep it from getting too stuffy.
- The board voted approved an expense of up to \$4000 to complete the work to install the ice machine. Carol reminded the group that we would like to book this expense in this fiscal year.
- AED
  - The board approved the motion to purchase a refurbished an AED plus pediatric pads, with an expected expense of \$1000.
  - **Action:** Barbara took the action to purchase the AED.
- Security Cameras - Rhyno expects to install the cameras on president’s weekend.
- Annual Club Meeting
  - The annual general meeting of the club will be February 27 at 3 PM in the Murraywood parking lot.
  - We have several board members retiring, an opportunity to recruit new board members.
- Next Meeting: Thursday, February 17<sup>th</sup> at 7 PM at the Murraywood Firepit.
- Action Items for follow-up -see below.
- Mary Ann adjourned the meeting.
- Minutes respectfully submitted by Rita Anderson

Action	Owner	Opened	Status	Comments
Compile welcome packet for new members	Katherine	1/26/2022	New	
Ask Irmo Lock & Key for their recommendations to deal with tennis court lock issues	Kathi	1/26/2022	New	
Determine with whom to contract to replace tennis court lights	Tennis Committee/ Jeannie	1/26/2022	New	
Purchase an AED for the club	Barbara	1/26/2022	New	
Update employee contracts	Finance Committee	11/28/2021	On-going	To reflect new payroll dates
Change MW to non-profit status	Finance Committee	10/27/2021	Deferred	Defer for now; Finance committee to assess for a future date.
Repair toilets in ladies restroom	Anne	10/27/2021	On-going	Will be done at the same time ice machine is installed.
Begin process of hiring pool manager	Mary Ann/Anne	10/27/2021	On-going	Mary Ann to obtain job description/contract from Jesse for prior pool manager; Anne to communicate the open position to the membership.
Plan for Ice Maker/Tennis Bathroom Conversion	Rhyno/Anne/ Sandra	9/29/2021	On-going	Plan to install this winter.
Explore developing a secure, online membership directory for full	Rhyno	4/12/2021	On-going	
Estimates for security camera system	Rhyno	3/15/2021	On-going	Camera installation in progress
Lexington County/CSX - repair court 1 drainage	Anne	1/4/2021	On-going	Working with Lexington County
Initiate an assessment for restoring the clubhouse	Finance Committee	8/19/2019	On-going	