

Arbor Heights Swim & Tennis Club
60th Annual Winter General Membership Meeting Agenda
February 8, 2022

Call to Order 7:04pm

AHSTC General Membership Welcome – Meg Halverson, President

- Review Zoom meeting protocol and agenda for meeting
- Remind members that the Secretary will be keeping a record of attendance
- Introduction of Board Members:
 - Officers of the Board:
 - **President** – Meg Halverson
 - **Vice President** – Megan Kelton
 - **Treasurer** – Curt Knox
 - **Secretary** – Aaron Rysemus
 - Other Board Positions:
 - **Membership/Communications** – Megan Kelton
 - **HR** – Amy Leighton
 - **Facilities** – Curt Knox
 - **Social** – Len Henzke
 - Teams:
 - **Swim** – Aaron Rysemus
 - **Water Polo** – Amy Leighton
 - **Dive & Synchronized Swimming** – Erika Jackman
 - **Tennis (Youth)** – Len Henzke
 - **Tennis (Adult)** – Meg Halverson

Review/Approve October 10, 2021 General Meeting Minutes – Aaron Rysemus, Secretary

- General membership review of minutes / Q & A

MOTION: Angela Greene SECOND: Deb Rosof OUTCOME: Approved

President’s Report (Meg)

- Financial Audit Report

Planning for 2021 Operations (Meg)

- We are planning on a full season for open swim, social events, adult and youth tennis and youth teams.
- We will follow King County Health Department and Washington State guidelines for fitness facilities and outdoor pools. Currently that means we will follow the mask mandate for indoor spaces including the cabana and bathhouse. The pool deck will re-open to waiting parents during team practices, and social distancing is not currently a requirement. Vaccine cards (or a negative test for COVID) will be required for entry and the Club Manager will report out to the membership on a method for uploading or vetting your vaccine card.
- We highly anticipate the need for volunteers to make the swim, dive, tennis and synchro teams possible given the number of youth participants we have on teams.
- Introduction to Marsh Riggs
 - Daniel Naravaez – Is the minimum rate for lifeguards high enough for retention?
 - Halverson – we do have a healthy rate increase for experienced guards.
 - Carl Baber – How did the board put together the position of pool manager – Job Description to produce the salary?
 - Meg Halverson – We went through a thorough investigation. As the club has grown we have increased in size and participation. The Board positions have covered needed responsibilities. Salary for the manager position was benchmarked on other pools pay scale and from research of similar positions.

Membership (Megan)

- Paper invoices will no longer be mailed. You will receive an email before March 1st announcing that invoices are posted to your Member Splash account. At that time, please log into your Member Splash account and pay your dues as usual. You must pay by credit card and checks are not accepted. The deadline to pay your dues is April 1st.

Assumptions regarding Team-based Activities:

- **Swim Team (Aaron)**
- Swim has three returning coaches and will have multiple speedy sixer coaches for 2022.
- We are currently awaiting the summer meet schedule from the Greater Seattle Summer Swim League(GSSSL), new information will be released at the spring meeting.

- The Swim program will be requiring volunteering hours by families to support hosting swim meets and team events.
 - Team registration will open from April through the end of June. Spring and Summer practice and dual meet schedule will be posted to the AHSTC website once prepared for 2022 season.
- **Dive Team (Erika)**
 - Excited to welcome back Olympic medalist coach Kelly Robertson and last years coach Kate Leahy as our 2022 coaches! Kate will assist Kelly and also take on the role of team manager
 - Kelly will be offering pre-season lessons for interested divers at King County Aquatic Center. We are also looking into clinics and group lessons post season
 - Dive schedule is on track to run a normal season with 2 home meets and All City at Normandy Park Swim Club. We are also working with a north end club (Aqua Club) to help them develop a North end dive league and expand the operation to include both North and South Teams.
- **Tennis Team – Youth (Len)**
 - Head Coach Amelia Aamot will return this year for spring and summer sessions
 - We are in the process of hiring coaches; several of our most senior coaches will not be returning
 - If you know of interested youth coaches please have them contact Len Henzke
 - We are also exploring the possibility of a more competitive youth program for high school students; stay tuned for details
- **Water Polo – Amy**
 - Registration starts at the same time as all other teams, but is extended until mid July then open to public reg if room w/ vax mandate.
 - Start practice mid July.
 - All games start mid July after swim team is over.
 - Planning on have all age groups: 10& under, 12& under, 14& under and seniors.

Synchronized Swimming – Erika

- We are working on the right schedule to include synchronized/artistic swimming. We have tentatively lined up coaches. Stay tuned for developments with that.
- **Other Team News**
 - We are developing an online store with D&J sports which will sell the new 2-year swimsuit, Otters logo swim parkas, shirts, hoodies, caps and more. Excited to offer home shipping options and ongoing orders (no deadline) for members.
 - We have decided to combine the dive party with swim and tennis for one “All Teams Party”! We are revamping Senior Night/Awards Night to make it more engaging for all participants and more streamlined.
 - Photo day and breakfast of champions is being planned for mid-season. Due to member feedback, we will discontinue pancake breakfast and offer a simple buffet style breakfast to enjoy between team pictures.
 - Laurie Robbins – When will the teams schedules and practice times be announced?
 - Aaron Rysemus – Early spring is the goal to have practice schedules posted along with sign-ups.
 - **Tennis – Adult (Meg but transitioning to Marsh)**
 - We will have two sessions of adult tennis lessons and social nights.

Social Activity Assumptions (Len)

- We are anticipating a return to a full pre-covid social schedule, subject to health department regulations

Human Resources Report (Amy)

- We will announce the updated application and requirements in late February. Internal and external applicants interested in becoming lifeguards for the 2022 season may do so via the AHSTC website by late February. Interviews will take place in March.
 - Applicants must be 15 years of age or older by May 1, 2022 in order to be considered.
 - Starting wage for guards is \$17.34/hour in compliance with City of Seattle minimum wage laws.
 - Maddy Klem – If a 15 year old are taking classed this spring, when should they apply?
 - Meg Halverson – Everyone should apply for interviews and they will be considered.
 - Norma Zavala – What are we doing to encourage teenagers who are new to the pool to apply for lifeguarding positions and to join teams.
 - Megan Kelton – We will cover that information in the new member orientations.

Facilities Update (Curt Knox)

- Cleanup Day – Saturday April 30th & Sunday May 1st
- Janel – Will you consider giving the same discount to volunteers who serve 3+ hours as well.
- Curt Knox – No, discounts are only for those at clean up service days.
- Opening Day, 2022 – Saturday, May 7th
 - Angela Greene – will opening day still be members only?
 - Deb Rosof – I thought I heard Marsh say lap swimming might open early. Would that be earlier than 5/7/22 or did I misunderstand?
 - Norma Zavala – Does March have some plans for this?
 - Meg Halverson – Marsh is planning to host and train lifeguards early.

Financial Report (Curt Knox, Treasurer)

- Financial Audit
- Facilities Improvement Project Financing Update
- 2021 Season Financial Summary
- 2022 Proposed Budget
 - Norma Zavala – Does the SBA Loans have requirements?
 - Meg Halverson – The PPP loans had requirements that it had to be used for payroll and operating costs. Given our payroll is about \$65,000. A month in the summer it was easy to use it for its intended purpose.
 - Laurie Robbins-has the SBA been forgiven.
 - Curt Knox – Yes, it is likely we will likely not need to repay that loan being it was less than \$50K.
 -

MOTION: Angela Greene

SECOND: Mark Ufkes

OUTCOME: Approved

New Business

- Meg called for any new business from the membership.
 - Laurie Robbins – are vaccinations/proof of negative test being required?
 - Meg Halverson - Yes
 - Deb Rosof – For vaccination requirements will be able to upload or show proof of vaccination at the beginning of the year so not to show it each time we come in?
 - Meg Halverson – That question we are handing to our capable new manager. There is not yet a mechanism for uploading the photo to member splash but we will figure something out that does not require you to show the card every time. Those choosing to test will of course have to have the test results in hand everytime.
 - Elise Olson – What is the status of potentially renting the pool during the off-season to a swim team or waterpolo teams?
 - Meg Halverson – We have a standard rental contract in place now to protect the pool, and do have more rental income as a result. In terms of figuring out whether or not we will rent to organizations in the off-season. We are working on a financial model that considers wear and tear, utilities costs and staffing considerations.
 - Shirley – Is the parking lot lighting related to lighting around the pool? Last year at the end of the water polo season, we were needing the lights for our late evening games.
 - Mark Ufkes – It would be helpful to add a sign at our parking lot as drivers leave reminding our members and guests to slow down and respect the neighborhood by driving 15mph. The goodwill might be significant.
 - Casey Jeannot – Is there any location and /or desire to add a basketball hoop? Maybe around the old stairs? I know some of the other clubs have this.
 - Jessica Murphy – have a basketball hoop she could donate.
 - Gary Jackman – Club Expenses increase every year, our dues have remained the same. Has there been consideration to write into the bylaws for minimum yearly dues increase (Maybe 3%) to prevent dramatic dues increases in one year?
 - Curt Knox – We are budgeting a significant increase in sales/transfer fees because of the increase in dues.
 - Val Motley – Can members that joined in 2020 and 2021 be included in member orientation this year since we didn't have one when we joined?
 - Daniel Naravaez – Somewhat related to Gary's comment. Can we add for future considerations the interest and feasibility of a progressive dues structure so that those that are not able to make the increased dues to hardships are not forced or pressured to leave the club?
 - Curt Knox – Putting into the bylaws a dues increase could be hard as it will need to be voted by the membership.
 - Daniel – Do we do an "exit interview" for members not renewing or selling membership? I'd love to know why folks are choosing to leave.
 - Megan Kelton – Their kid just might not use the club as much.
 - Casey Jeannot – How could we have a "team fund" and if you wanted to donate we will have a plan?

Meeting Adjourned – 8:42

- Meg called for a motion to adjourn the meeting.

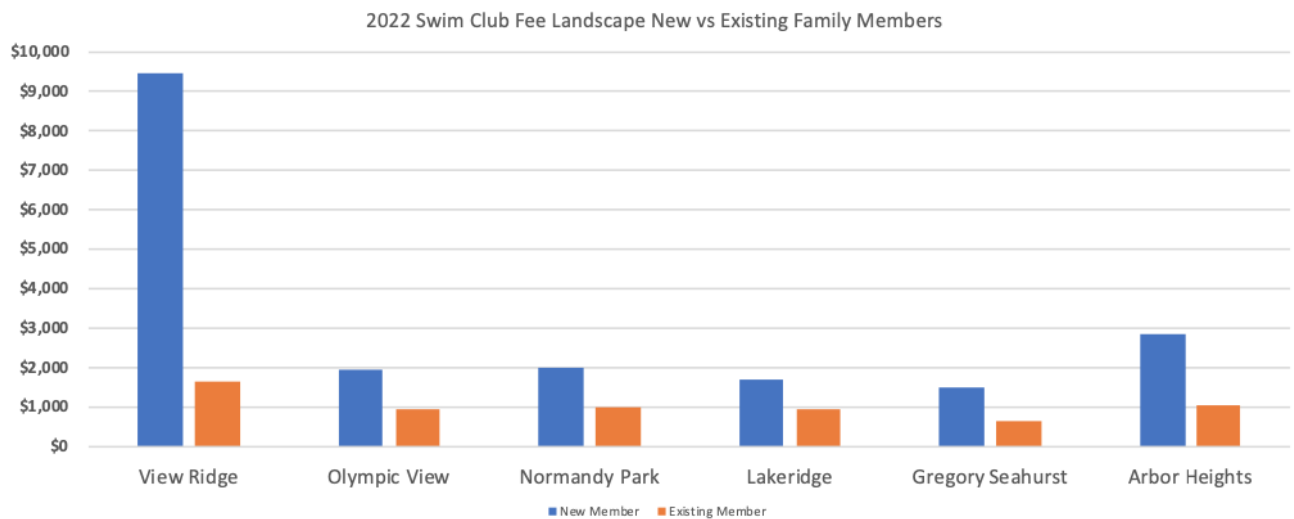
Approval: President _____

Approval: Secretary _____

Arbor Heights 2022 Member Offerings

<p>Swim</p> <ul style="list-style-type: none"> -Open swim -Extended lap swim -In-season lap swim -Pool-based social events -Swim Team -Swim clinics for swim team -Swim lessons (includes non-members) -Private swim lessons 	<p>Tennis</p> <ul style="list-style-type: none"> -New GM is a USTA Elite-rated Coach -Qualified, well reviewed coaches in youth and adult program -Youth tennis team -Youth tennis lessons (available to non-members) -Private tennis lessons -Off-season tennis court access -Adult tennis lessons -Advanced adult tennis nights -Competitive youth travel team 	<p>Dive</p> <ul style="list-style-type: none"> -Olympian youth dive coach -Youth dive team
<p>Social Events (back in 2022!)</p> <ul style="list-style-type: none"> -Opening Day BBQ -Casino Night -Teen Night -Tween Night -Pool rentals 		<p>Water Polo</p> <ul style="list-style-type: none"> -Well-qualified coach (played college and HS) -Refurbished timing clocks -New water polo caps for 2022
		<p>Synchronized Swim</p> <ul style="list-style-type: none"> -Back in 2022! (may be impacted by COVID regs)

2022 Seattle Area Swim Club Fees – New vs Existing Members



2022 Existing Family Member Club Fees for Seattle Area (detail view)



2022 Club Dues Landscape

Club	Joining fee	2022 Dues	Assessment/Maintenance	First Year Fees	Regular fees (family)	Teams
Arbor Heights	\$1800	\$770 (\$250 increase pays for manager)	\$300	\$2870	\$1070	Swim (\$150) Dive (\$125) Tennis (\$150) Water polo (\$100)
Lakeridge	\$750	\$975		\$1725	\$975	Tennis Swim Water polo
Gregory Seahurst	\$800	\$650 (\$525 +100 maintenance, reg fee)		\$1500	\$650	All teams (\$95) Guest fee (\$5)
Normandy Park	\$1,000	\$1,000		\$2000	\$1000	Swim (\$115) Dive (\$90) Guests (\$5)
Olympic View	\$1,000 (\$500 fee, \$500 assessment)	\$675	\$300	\$1975	\$975	Swim (\$100) Dive (\$65) Tennis (\$65) Water polo (\$65)
View Ridge (equity)	\$9,450	\$1,150	\$500	\$9450	\$1,650	Swim (\$210) Tennis (\$220) Water Polo (\$140)

February 2, 2022

Meg,

Congratulations on your appointment as the new president of the AHSTC. I had the privilege of serving as president in 1992 and remember the challenges of the position.

I carefully read the minutes of the October 2021 AH membership meeting and have some concerns:

It seems as if the current and past board has been somewhat overwhelmed with responsibilities and are seeking relief with the proposed hiring of a full-time manager. If a manager is employed will the number of elected board members decrease due to off-loading of responsibilities to that position?

The proposed salary for the facility manager will impose another assessment on members already paying \$300 annually on a construction loan.

A full-time manager's duties must be well defined. How would the manager interface with the AH Board and who on the board would supervise their activities? My recommendation is that if employed the manager should report directly to the AH Board President. The manager should not be subordinated to a particular board member and their area of interest and responsibility.

If the current board membership remains as it is today with a full-time manager on the staff, how would the workload, especially team responsibilities be assigned?

Is there in fact enough work to justify a full-time manager? If hired on a seasonal basis (May-October), a more reasonable salary could be negotiated and would reduce the monetary burden on the club membership.

There is one position that should be compensated for year-around work. Facilities is perhaps the most critical area of need for year-around attention. Bob Kiel has performed this function for years and if he is not currently paid, he should be retained and compensated on an annual basis. If facilities are neglected, especially the pool, filtering system and furnace installation, the facility will experience unwanted shutdowns.

Please share my thoughts with the AH Board. I plan to participate in the upcoming Zoom meeting next week but preferred to submit my comments in advance to the board.

Take care and good luck on your term as AHSTC President!

Pat Duvall
Senior Member #522
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