



Skyline Swim Club Board of Directors – Meeting Minutes

Date: June 24, 2026 Call to Order: 5:30 PM

The minutes from the June 3, 2026 meeting were approved.

Attendees:

Angela Sanderson (Snack Shack)
Greg Johnson (Social)
Jeff Statham (Membership)
Jim Burns (President)
Katie Koontz (Swim Team)
Kiel Drake (Board Member)
Laura Price (Financial Secretary)
Lisa Conley (Vice President)
Matt Robinson (Treasurer) - absent
Matt Laudeman (Pool and Grounds) - absent
Sara Walker (Secretary)
Shay Clair (Social)
Wil Thomas (Swim Team)

Board Member Reports

Matt Robinson (Treasurer)

Treasurer provided the following updates over text:

- A new 'bank' of change (\$300 total) has been created for the Snack Shack and is stored in the snack shack safe. Breakdown: \$150 in ones, \$80 in fives, \$50 in tens, and \$20 in quarters.
- Employees should 'buy' change as needed (e.g., swapping bills).
- The Treasurer will replenish the change bag when collecting deposits and will review procedures with managers.
- Deposits with major discrepancies will be held until verified with Angela, a manager, or another board member.
- Deposit ledgers will be shared via Google Drive; please provide the Treasurer with the appropriate email addresses.
- The Swim Team still owes \$190 for concession change.

Jim Burns (President)

- Maintenance: Focus is on pool coping and tiling. The goal is to schedule within the next three weeks.
- Secretary Position: Formalization of the Secretary role will be voted on at the next meeting for a new term.

Angela Sanderson (Snack Shack)

- Operations: The pool passed the health inspection.
- Financials: The Snack Shack is profitable (approx. \$5,000 profit minus labor/COGS).
- Staffing: Sam is managing staff evaluations.

Jeff Statham (Membership)

- Membership Status: 97% of membership bonds are sold. Partial summer memberships open in July.
- Waitlist: Expanding opportunities to the current waitlist of ~30 families.
- 4th of July Logistics: Volunteers are needed. Logistics (propane, grill repairs, fridge storage for food) need review. The board will move away from "Sign-up Genius" and use a Google Form or similar process to track volunteers.

**Kiel Drake (IT / Communications)**

- Communication: Requests that board members text him for any necessary communications.

Will Thomas / Katie Koontz (Swim Team)

- Performance: 111 swimmers enrolled (up from 92 last year). Team record is 3 wins, 1 loss.
- Coaching: The team lost one coach but secured Matt from DST to assist two days/week.
- Action: Pending contracts for coaches will be finalized for payment.

Laura Price (Financial Secretary)

- Reminder to email invoices her way

Shay Clair / Gregg Johnson (Social Committee)

- 4th of July: Confirmed DJ (1 PM – 4 PM). Food service (hot dogs/hamburgers) will be first-come, first-served (1 PM – 3 PM).
- Feedback: "Dunkin Dads" event was highly successful.

Upcoming Events (July)

The following events are scheduled for July:

- 7/4: July 4th Party
- 7/9: Strigle Party (5 PM – 9 PM, 30 guests)
- 7/12: Ferraro Party (12 PM – 3 PM, 30 guests)
- 7/12: Crowley Party (1 PM – 4 PM, 35 guests)

Note: The front parking spots must be kept available for the Claymont steak truck (11 AM – 1 PM) and Kona Ice (2:30 PM – 3:30 PM).

- 7/17: Christmas in July Party
- 7/18: Richards (Testa) Party (12 PM – 3 PM, 12 guests)
- 7/23: Tween Night (6 PM – 9 PM)
- 7/25: LaBarca Party (12 PM – 3 PM, 25 guests)
- 7/25: Bentley Party (4 PM – 7 PM, 25 guests)
- 7/26: Kids Marketplace (1 PM – 3 PM) - May move to August

Lisa Conley (Vice President)

- Staffing/Lifeguards: Sam is conducting performance evaluations. The board will offer a \$0.25/hour performance bump for above-average returning staff, effective 2027 and should be written into contracts and documented on performance evaluations. Salary cap was recommended.
- Conduct: The board will draft a formal letter to members regarding the guest policy, intoxication, parking, and unruly behavior.
- Fundraising: A fundraiser is planned for the July 4th event to celebrate Sam's upcoming wedding.

Sara Walker (Secretary)

- Acknowledged position and ongoing responsibilities for meeting documentation.

Shared Discussion Items

- Parking & Safety: Members are parking in restricted areas. Managers are instructed to announce license plates over the PA system if vehicles are parked illegally.
- The board will send a reminder email to membership regarding the guest policy.
 - o Unruly Behavior of Tweens
 - o Inappropriate behavior of adults / drinking
 - o Guest Policy
 - o Parking Reminder

Meeting Adjourned: 6:46 PM

Next Meeting - August 12 5:30 PM