

COLONY SWIM CLUB BOARD MEETING MINUTES

Date: June 17, 2026

Meeting Administration

- **Call to Order:** 7:11 PM
- **Roll Call:**
 - **Present:** Ryan, Janeen, Nate, Eugene, Jim, Paul
 - **Absent:** Terry, Scott, Oriana
- **Review and Approval of Minutes from May:**
 - **Motion:** Eugene
 - **Seconded:** Janeen
 - **Vote:** 6-0 (Approved)
- **Member Comments / Members Present:** None

Special Reports

Swim Team Update - Kristen Davies

- **Upcoming Events:** A home swim meet is scheduled for tomorrow.

Officer Reports

President

- **Operational Challenges:** Note was made that several projects were executed too close to the club's opening date, creating a subsequent backlog of general opening preparation tasks.
- **Strategic Planning:** Recommended constructing a comprehensive, itemized timeline for future opening processes, broken down week-by-week leading up to opening day.
- **Personnel Structure:** Proposed exploring the feasibility of distributing club manager responsibilities among multiple individuals to optimize operations.
- **Governance:** Emphasized the importance of finalizing documented board processes and implementing improved succession plans for future board members.
- **Capital Committee:** Discussed the formalization of the Capital Committee and noted efforts to schedule an upcoming meeting.
- **Staff Recognition:** Proposed formal recognition for the lifeguarding staff to commend their exceptional performance, highlighting three successful, life-saving interventions already recorded this season.

Treasurer

- **Account Review:** Completed a comprehensive review of all club financial accounts. Members may request a copy of the budget by contacting treasurer@colonyswimclub.com.
- **Snack Bar Operations:** Addressed a cash handling issue at the snack bar where staff failed to "color up" deposits, depleting the cash drawer of small bills. Corrective procedural reviews were conducted with the staff to ensure proper cash box management moving forward.
- **Cashless Payments:** Reviewed the ongoing implementation status of the cashless payment system.

Secretary

- **Website & Nameserver Updates:** Clarified that the functionality to email secondary accounts already exists within the Membersplash platform. The active system updates consist of the Secretary updating the website nameservers; no service interruptions are anticipated during this transition.
- **Swim Lesson Administration:** Commended the assistant managers for their outstanding performance in administering the swim lesson program. A list of operational improvements has been compiled for next season's registration, including:
 - Enabling simultaneous registration for multiple children.

- Staggering registration opening dates for subsequent sessions to prevent confusion regarding skill level advancements.

Committee Reports

Club Manager / Vice President

- **Opening Wrap-Up:** Delivery of pool chemicals is expected this week. The inventory order for ice cream was corrected today, and the pending Cintas order has been finalized.
- **Compliance:** Confirmed the facility successfully passed its routine annual fire inspection. The inspector recommended installing emergency medical services (EMS) signage near the roadway to improve visibility.

Pool

- **Equipment Management:** Noted that the dive block bolts require a specific installation sequence. Staff will number the blocks and corresponding hardware to ensure organized assembly. Confirmed the new pump is operating efficiently.
- **Filtration Infrastructure:** Reported that the sand filters remain functional while replacement components are currently in transit.
- **Facility Maintenance:** Identified plumbing deficiencies, including a leak in the surge tank return pipe. The Fischer valves will likely require replacement in the near future.
 - **Action Item:** *Requested a formal repair estimate from Aquatic Source.*
- **Surge Tank Status:** Currently addressing minor operational challenges related to the surge tank.

Grounds

- **Facilities:** Confirmed the sprinkler systems are fully operational.
- **Property Maintenance:** Applied a GrubX treatment to the designated problem area behind the starting blocks. Scheduled seasonal pest control treatments for ticks and mosquitoes across the property.
- **Equipment:** Completed grill replacements; newly acquired units have arrived, alongside upgrade hardware for the remaining existing grills.

- **Community Coordination:** Scheduled a discussion with the local Homeowners Association to address shared landscaping concerns, specifically regarding the garden area and street-side foliage.

Building

- **System Repairs:** The required generator component has been delivered to Intec; technicians are scheduled to initialize the unit as soon as possible.
- **Appliance Upgrades:** Confirmed the successful delivery and receipt of the new freezer unit.

Unfinished and New Business

- **Pool Gate Fence:** Clarified an issue regarding the pool gate fence project. Work previously assumed to be contracted with Upright Fence was instead being conducted by warehouse manager Roberto as an independent side business. Upright Fence corporate has been formally contacted, and their General Manager is now actively engaged to resolve the matter.
 - **Action Item:** *The Upright Fence General Manager is currently working to expedite the repair schedule.*

Adjournment

- **Motion:** Jim
- **Seconded:** Paul
- **Vote:** 6-0 (Approved)
- **Time:** 8:40 PM