

VILLAGE OF SHOREWOOD HILLS
Pool Committee

DRAFT MINUTES OF MEETING: January 7, 2014
(subject to review and approval)

1. **Call to order:** The meeting was called to order at 6:35 PM. Compliance with the open meeting law was confirmed.

2. **Roll call:** Committee members present included Barbara Center (chair), Gregg Plummer, Lois Polenz, and Michelle Reynolds (through #4 of the agenda by phone only). Karl Frantz, John Imes, trustee and chair of the Personnel Committee, and Erik Johnson were also in attendance. Chris Carbon was present following the end of the closed session.

3. **Agenda Item: Approve the 11/19/13 Pool Committee Meeting Minutes**

Postponed.

4. **Agenda Item: Closed session interview of candidate for Pool Manager Position**

The committee members present in addition to Karl Frantz and John Imes conducted an interview with a candidate for the Pool Manager position. There was unanimous agreement to recommend to the Board hiring Erik Johnson as the new pool manager with money also set aside to fund hours from the current pool manager, Chris Carbon to facilitate the transition.

5. **Agenda Item: Review and recommendations on 2014 membership rates**

Chris Carbon informed the committee that he is already receiving multiple inquiries about joining the pool and rates. Those present agreed that we would continue with the previously adopted plan to increase rates 2% each year.

6. **Agenda Item: Review and recommendation on 2014 pool schedule/ calendar**

Committee members present agreed to maintain a similar schedule in terms of both the season and the daily schedule. We will also try adding an early season schedule for lap swimmers for an additional fee in addition to renting the pool early to Badger Aquatics provided this is feasible in terms of both finances and staffing. We will offer the early season opportunity with the standard membership materials with the understanding that we will refund money if we do not get adequate interest or cannot staff the days in May prior to the usual pool opening on Memorial Day weekend.

7. **Review and recommendation on establishment of a formal process for how to deal with returning members, resident vs. non-resident memberships, closing of all memberships, potential waiting list, etc.**

It was agreed that this item would be addressed at the next meeting. Prior to the end of June, 2013, the pool was closed for memberships. This decision was made based on ability to offer access to pool programming including youth swim lessons and to prevent pool overcrowding which would diminish the pool experience for members. This decision proved somewhat controversial as some Village residents were unable to join.

8. Staff hiring timeline

Chris and Erik will send out the 2014 Pool Employment Application to all former employees in the next week or two and also prepare job postings at the UW, the Badger Herald, etc. The possibility of allowing administrative approval of hires was briefly discussed. This would potentially allow for a more efficient hiring process as the current process is impacted by the need to extend only tentative offers to staff pending approval from the Personnel Committee and the Village Board of Trustees.

9. Review and recommendation on budget for 2014

Karl will work with Chris and Erik on the 2014 budget.

10. Adjourn

The meeting was adjourned at 8:45 pm.

Respectfully submitted by
Barbara Center, Committee Chair