

**Brookwood Swim & Tennis Club, Inc.**  
**Board of Directors Meeting Minutes**

Tuesday, Oct. 20, 7–9 p.m.

- I. Call to order
- II. Roll call
  - a. Present: Matt Thompson, Brandon Napier, Sean Swafford, TJ Day, Greg Webster, Justin Slusher, Kate Wiseman, Bree Martin, Dave Phelps, Chris Caskey, Matt Suedkamp, Ryan Fitzpatrick
  - b. Absent: Katie Robbins
  - c. Guest: Jeff Burg
- III. Review and approval of September meeting minutes
  - a. Unanimous approval of 09.15.20 minutes
- IV. New board member welcome
- V. Review of board member roles and responsibilities
  - a. Present members described their roles and those of members absent or not present yet
- VI. 2020 season financial summary
  - a. Matt T. shared an overview comparing 2019, 2020 (open 65% days) and 2020 had we been open 100%
  - b. Water cost for full season would have been the same despite the baby pool fixes, so we need to make repairs on the main pool
  - c. Matt's recommendations for 2021: Increase revenue, determine plan for alcohol sales, reopen the grill at the concession stand, determine if we want to keep esoft (if so, we need to use it for everything it's capable of), better tracking/billing to appropriate categories
  - d. If we want to stay within our current budget, we should only get a loan for \$55k; we'd have \$32k for projects
  - e. Discussed profitability of ice machine
- VII. 2021 dues alignment
  - a. Unanimous decision to make the credit card fee a flat 3.5% and keep dues at the current rate
- VIII. 2021 project proposals
  - a. Sean will look at baby pool drain project
  - b. Bathroom floors: this is a need; \$10k; will last 15 years

- c. Tennis and basketball courts: Tennis Technologies quoted \$130k for refinishing basketball and tennis courts; would need to pull out asphalt, re-asphalt; could do it with squares for \$50k; Cincinnati Asphalt quoted \$61k; maybe patch basketball and area behind the wall as much as we can and focus on tennis court
  - d. Parking lot: \$80k quote from Riegler; \$74k quote from Cincinnati Asphalt; discussed option of gravel; decided to table due to cost
  - e. Need to get quotes on doors
  - f. Need to get quotes on front desk scanner; discussed a "hut" for sign-in area
- IX. Water and return line maintenance
- a. Return line repair project is a priority; essentially free because we'll do with volunteer labor and it will have such a huge savings
- X. Winter meeting locations
- a. Let's try Braxton for November; Sean's house for backup
- XI. Adjournment