

Dominion Hills Area Recreation Association
Regular Board Meeting Minutes
November 10, 2016
DHARA Community House

Board Members:

Present: Scott Christensen, Rich Engel, Zack Fraser, Brice Henderson, Dennis LeNard, Matt Long, Melissa Martin, Michael McMahon, Stephen Nix, Elinor Schwartz, Jennifer Smith, Julie Smith, Scott Tate,

Absent: Michael Berezcz, Wayne Vincent

Quorum: Yes

Others present: John Aldonas (Manager)

Notice of Meeting:

Sent on: November 9, 2016

Call to Order and Remarks:

The meeting was called to order by Scott Tate at 7:36 p.m.

Approval of Minutes:

The minutes from the October meeting will be presented at the November meeting.

Confirm Executive Committee Actions:

Since the October meeting, the Executive Committee approved: (A) engaging Petro to install a new oil furnace and chimney at the Inscoe property at a cost of \$6,500; (B) employing winter swim substitute coach Alessandro Harris at \$█ per hour; (C) finalizing the annual report for the corporation and submitting it by the end of December. These Executive Committee actions were confirmed by the Board by unanimous consent.

Financial Report:

For the fiscal year to date October 31, 2016, net operating income was \$100,646, and the cash balance in our operating account was approximately \$176,188. As of October 31, 2016 our investment portfolio with Vanguard had an approximate balance of \$519,000. Our portfolio was up approximately 20% for the fiscal year to date. The breakdown is Money Market at \$█; S&P 500 at \$█; 1-3 Year T Bond at \$█; Aggregate Bond Fund at \$█; and Russell 2000 at \$█. We have approximately \$█ in the Goodlett Scholarship Fund. Brice Henderson noted that \$28,128 in checks were deposited for the winter swim program.

Membership Recorder's Report:

DHARA has a total of 508 memberships, with 500 standard shares and 8 Emeritus shares. There are 419 families on the wait list, which is approximately a five to six year wait. There were no membership transfers to approve.

Manager's Report:

John Aldonas reported that ServPro was hired to clean the mold or mildew in the bathrooms at a cost of \$1,700 to \$2,500. He cleaned the leaves (normally blown onto the grass for the lawn service to mulch) and will do so again this coming week. John noted that Arlington County now requires recycling bin next to each trashcan. He also discussed the list of needs summarized in his Manager's Report.

The ongoing projects include replacing the sand in the filter, which is a significant expense. John is gathering bids on installing a larger air carrier ventilation fan in the bathrooms, seeking a replacement for one of the assistant managers, and considering bathroom stall replacements. On the topic of bathroom improvements, Michael McMahon proposed organizing a committee to consider improvements to the bathhouse and will send an email to the group to organize a committee.

John reported that we need a new cash register for the front desk and security camera to view persons entering our facility.

John requested to replace his eight-year-old MacBook Pro at the cost of \$1,299. Elinor Schwartz moved to authorize the purchase the MacBook Pro for John, Melissa Martin seconded, and the Board approved.

While on the topic of our facilities, Brice Henderson moved to allow the Boy Scout troop to sell trees again in our parking lot; Zack Fraser seconded the motion, and the Board approved.

Status of 8th Road Project:

Elinor Schwartz in Rich Engel walked the property since our last meeting. In their considered view, the options for not creating a permanent easement are (1) shifting the drain and pipe under walking path or (2) removing the unnecessary driveway and creating a swale or catch basin. Rich will draft a letter to describe what the association wants by way of moving the drain or removing the driveway (and avoiding an easement).

Posting Minutes of Meetings:

Scott Tate noted that we have a tradition of giving the minutes to members as they are presented to the Board. Rich Engel suggested we establish a policy that if someone requests the minutes we redact them to remove sensitive information. Scott Christensen proposed that we redact only the following information: (1) salaries of employees, (2) identifying information involving membership discipline, (3) individual names, (4) dollar amounts in accounts, (5) the Board's position in ongoing negotiations, (6) any attorney-client communications or other privileged material. Scott also proposed granting the Secretary discretion to make redactions and if there are any questions about redactions to ask the Board for direction. The Board briefly discussed whether the minutes could be limited to some secure access if posted on the website; some noted that nothing prevents members from obtaining copies of the minutes and posting them anywhere on the Internet. Matt Long moved to post a redacted version of the minutes on the association's website without limiting

access and with redactions as specified by the Secretary. Michael McMahon seconded the motion, and the Board approved.

Updates:

• **Nominations Committee:**

Julie Smith noted that the association needs bios and photographs of candidates by December 1. Current members of the Board who intend to run for re-election are Scott Christensen, Rich Engel, and Steve Nix. Zack Fraser and Elinor Schwartz will not be running for re-election.

• **Facilities and Construction Committee:**

Brice Henderson reported that the use permit amendment is still pending.

• **Winter Swim:**

Brice Henderson reported that winter swim is running well with many swimmers. There are a total of 61 families participating, 104 children, and 17 instructors – all of whom are qualified and certified.

• **Insoe Rental Property Committee:**

Brice Henderson reported that a new furnace has been installed and we have proposed reimbursing the tenants for an air duct cleaning. Brice suggested that we undertake the replacement of the carpet next year's budget.

• **Employee Performance Review Committee:**

The Board discussed the employee performance in executive session.

Adjournment:

The meeting was adjourned at 9:44 p.m. with a motion from Stephen Nix, seconded by Scott Christensen, and unanimously approved.

Respectfully submitted,

Scott H. Christensen
Secretary