

Dominion Hills Area Recreation Association
Regular Board Meeting Minutes
April 20, 2017
DHARA Community House

Board Members:

Present: Scott Christensen, Rich Engel, Genna Gent, Brice Henderson, Maryjane Klingelhofer, Dennis LeNard, Matt Long, Melissa Martin, Michael McMahon, Jennifer Smith, Julie Smith, Wayne Vincent

Absent: Michael Berezcz, Stephen Nix, Scott Tate

Quorum: Yes

Others present: John Aldonas (Manager)

Notice of Meeting:

Sent on: April 17, 2017

Call to Order and Remarks:

Wayne Vincent called the meeting to order at 7:37 p.m.

Water Sports Committee Report:

Mike Allen, one of the representatives for the swim team, discussed the following hiring recommendation for staffing: Caitlin Rochford would serve as Head Coach, supported full time by Assistant Coaches Patrick Morris, Lyndsey Cronin, and Laruen Charles (Mini Warriors). If Abby Young decides to return and to work part-time, she would be an Assistant Coach along with Michael Swisher, David Hughes, Jacob Larsen, all of whom also would be part-time. For the dive team, Jennifer Smith relayed that representative Angela DiBenigno recommended Isabelle Grant as Head Coach, and Hannah Hartmann and Lily DiBenigno as Assistant Coaches. All dive team coaches would be full time, rather than having more coaches who worked part-time like last year. Jennifer advised that all being recommendation for hiring have been vetted with and approved by the Manager.

Julie Smith made a motion to accept these recommendations for hiring (with salaries to be determined), Matt Long seconded the motion, and the Board approved.

The Board discussed with Mike Allen that some expenses for last year's season were submitted very late in our fiscal year. Mike said he would have all expenses submitted by the end of October.

In response to a question, Mike described the complex fee structure for swim team and dive team, including various discounts for multiple children and for participation in both teams. Wayne Vincent asked how the fees have been set, and Mike explained that he inherited the current system but noted that other pools charge more and do not offer the same degree of discounts. Mike said the swim and dive program intended to keep the inherited fee structure,

which could be reevaluated after the season. Wayne noted that the funds in the swim and dive account should not depend on dues collected from the swim and dive programs, and if the teams need any expenditure they should feel free to bring it to the Board's attention. Jennifer noted that the Board has been supportive of both teams.

The Board discussed the need for a policy regarding photographs or videos of children participating in the swim and dive program. In particular, the Board discussed whether parents should be asked either to opt in or to opt out of DHARA using such photographs and videos. Opting in would, in effect, be granting prior consent to the use of photographs or video. Brice Henderson moved to authorize the Executive Committee to draft language before this coming Saturday to allow parents to opt in to DHARA using photographs or video from the swim and dive program, so that it could be included in the registration materials. Matt Long seconded, and the Board approved.

Confirm Executive Committee Actions:

Since the March meeting, the Executive Committee approved (A) entering into a contract with Jeff Allen for replacing the pump in the pump room for \$2,665; (B) parking in our lot for a U.S. Navy event at Ashlawn Elementary School; (C) a contract with Potomac Irrigation & Lighting to do irrigation of the flower beds for up to \$2,500; and (D) authorizing Karen White for two hours of work addressing questions about potential subdivision plans. The Board confirmed these actions by unanimous consent.

Financial Report:

For the month ended March 31, 2017, net operating income was \$289,965. The cash balance in our operating account was \$339,937.82; the balance in the summer swim account was \$22,075.26; and the pool manager and membership recorder's accounts had \$ [REDACTED] and \$ [REDACTED], respectively. As of March 31, 2017 our investment portfolio with Vanguard had a balance of \$542,508, an increase of approximately \$10,266 for the month of March. We have approximately \$ [REDACTED] in the Goodlett Scholarship Fund.

Matt Long reported that since our last meeting, he updated our online access to the BB&T account and clarified our agreement with Bay Biz on the fees, scope of work, and receipt of checks.

The Board discussed whether Laura Long should remain bookkeeper for the swim and dive teams. It was noted that member Patricia Barbeau is a bookkeeper by training and had expressed interest in serving in that role for the swim and dive teams. Brice Henderson moved that the Executive Committee be authorized to change the swim and dive team bookkeeper pending the Treasurer's outreach to Ms. Long and Ms. Barbeau. Jennifer Smith seconded the motion, and the Board approved.

The report was accepted and approved by unanimous consent without objection.

Membership Recorder's Report:

DHARA has a total of 507 memberships, with 500 standard shares and 7 Emeritus shares. There are 372 families on the wait list, which is approximately a four- to five-year wait.

Melissa Martin reported that nine memberships had not yet paid their dues for this year.

The Board approved the following sales of memberships on motion of Scott Christensen, seconded by Julie Smith:

	#019	sold by	
	#108	sold by	
	#131	sold by	
	#155	sold by	
	#353	sold by	
	#456	sold by	
	#497	sold by	

Melissa Martin noted that [REDACTED] (membership #007) intended to forfeit their shares, but Brice Henderson noted there is no provision in the bylaws for forfeiting a membership. After some discussion, the Board agreed to consider condemning that membership in May.

The report was accepted and approved by unanimous consent without objection.

Manager’s Report:

John Aldonas reported that he is getting the pool back up and running, preparing everything for opening day. John is working with Jeff Allen to repair pipes and had the water line repaired in the pump house. John had the leaf blower and power washer repaired.

After having previously tabled the discussion of purchasing a pool table for the pool, John presented a couple of options from his research. The first was an Orion outdoor pool table, constructed with a slate surface covered in a funbrella-type material at a cost of approximately \$5,000 without delivery or installation. The other option had a hard pressed plastic surface and aluminum legs, which made it light enough to move, at a cost of approximately \$4,000. After some discussion of the benefits and drawbacks of both, and in recognition of the long-standing desire to purchase a pool table, Brice Henderson moved to authorize the Executive Committee to consider and evaluate the Manager’s recommendation for purchase, delivery, and installation of the Orion billiard table, up to \$6,000. Jennifer Smith seconded, and the Board approved.

The report was accepted and approved by unanimous consent without objection.

Subdivision Issue on 8th Road Frontage:

Rich Engle presented a detailed subdivision exhibit demonstrating three R-6 residential lots that could be created from the front lawn on DHARA’s property, as prepared by Karen White of Walter L. Phillips, Inc. Rich recommended that we speak with Arlington County Department of Environmental Services (“DES”) and Arlington County Zoning to determine whether the County would conceptually approve the three lots. While the Board is generally in favor of the 8th Road design proposed by the County, it would like to protect the value of

the property for the future of DHARA, which depends in part on the right to subdivide a portion of the property. Rich explained several steps we could take: Step 1 would be to ask DES and Zoning whether they would conceptually approve subdividing into three lots. If so, step 2 would be to spend approximately \$3,500 to formalize plans and obtain comments on a theoretical subdivision, but any conclusion from the County would be temporary, lasting only six months. Step 3 would be to make that preliminary approval into final, permanent approval, but that would cost between approximately \$20,000 and \$30,000.

Updates:

• **Facilities and Construction Committee:**

Mike McMahon reported on the work of a committee to oversee renovating the bathrooms. He emphasized the primary goals of improving drainage and eliminating standing water; installing operable windows to improve airflow; improving the overall ventilation and HVAC system; and replacing the hot water system. Mike met with Arlington Forest to discuss design and lessons learned from its renovation. He also met with architects at Ritter-Norton, who are working on planned renovations to the Community House. The Board discussed various aspects of design, logistics, cost, and financing along with appropriate membership engagement. Among things, the Board discussed the cost-savings expected from engaging the same firm working on the Community House to work on renovations to the bathhouse. The Board formed a “Committee of the Willing” to work on the bathroom renovations of Wayne Vincent, Mike McMahon, Maryjane Klingelhofer, Genna Gent, and Dennis LeNard.

• **Communications Committee:**

Wayne Vincent reported that the May mailing was timely sent to the printer. Mike McMahon reported that the Facebook page has been turned over to DHARA and is now officially a DHARA page controlled by the Board.

Adjournment:

The meeting was adjourned at 9:42 p.m. with a motion from Dennis LeNard, seconded by Brice Henderson, and unanimously approved.

Respectfully submitted,

Scott H. Christensen
Secretary