

## **Middlesex Club Board Minutes –August 17, 2021**

*7:34-9:35pm EST in person at the MSX Club and via Zoom Call*

### Directors Attending (10)

1. Sean McCarthy
2. Lisa Cruikshank
3. Jason Perez
4. Ruby Huang
5. Joan Carlo
6. Brian O’Hagan
7. Robert Steeves
8. Sallie Schmidt
9. Thomas Benevento
10. Lindsay Warnke

### Directors Not Attending (5)

1. Bea Repking
2. Kim O’Brien
3. Gerrit Veeder
4. Katie Briggs
5. Courtney Darby

### Non-Board Officers Attending (0)

### Non-Board Officers Not Attending (3)

1. Tennis-Shannon Fitzgerald
2. Aquatics-Jodie Scozzafava
3. Camp-Rachel Constas

General Counsel (“GC”): Mike Murray in attendance

Management: Tad Keating in attendance

**Minutes:** Tennis chair motioned for the club to ratify July 20, 2021 board call and August 12, 2021 Special Board Meeting minutes. The motion was seconded by the Vice President and unanimously approved. The minutes were ratified.

### **President’s Notes**

- Social events successful so far
- Minutes of August 4<sup>th</sup> Special Member Meeting to be reviewed and ratified at September 14<sup>th</sup>, 2021 board meeting

### **Treasurer’s Report:**

- Issues the last 2 months with POS vs QuickBooks link leading to incorrect statements. Post mortem to follow.
- No aged AR balances

- Will send out P&L and Balance Sheet statements next week. No concerns to report.
- Working to create trend analysis

### **Manager's Report:**

- Winding down for club closing
- Requested wishlist

### **General Counsel:**

- Mike Murray's first board meeting. Welcome!

### **Committee Reports:**

#### House and Grounds

- Some of the chaise lounges need cleaning. We may require outside help since summer staff is leaving for school
- Compiling a list of repairs for after the Club closes
- Once we review the Strategic Survey results, we will need to get estimates on H&G items. We just received estimates for new Picnic Tables.

#### Communications/IT

- No updates

#### Membership

- Current Waitlist : 77, In 30 Day Wait Period: 3, total: 80
- Discussed Augusts and winter members
- Plan to propose an increase to the maximum number of times a family can "second" an applicant family from 2 to 4 per calendar year. This will be in line with the increase we made last year for sponsorships (we approved a change from 2 to 4). This is a bylaw change and require vote.
- Thanked everyone who helped out with social events
- Need volunteers to co-chair adult/kids holiday party

#### Tennis

- The competitive match season has ended for all teams and they are wrapping up their season with end of season events.
- We are now entering the club tournament season where there are some new MSX players competing for the top spots.
- A tennis survey will be sent out at the end of the season.
- We are finalizing the terms of a two year contract for the Tennis Director.
- Possible partnership with Limber to provide complimentary stretching at upcoming tennis tournament

#### Aquatics (update via email in advance of meeting)

- Our new Co-chair will be Betsy Hendrickson
- We will start working on an end of season survey
- Excited to say we have maintained Division 1 for swimming and Division 2 for water polo.
- Will start working on Marj Trifone's contract

#### Camp (update via email in advance of meeting)

- Concluded successful camp season
- Sarah put together a great week 7 with mostly new August members
- Working on season-end survey to be sent out in a few weeks
- After survey results we will discuss Jess & Sarah's 2022 contracts

#### Paddle

- Brian O'Hagan's first board meeting. Welcome!
- Top candidate for the Paddle Director position has verbally accepted offer
- Awaiting confirmation on dates for court maintenance
- Upcoming paddle events:
  - Thursday 9/2 7-10pm - Back to School mixed Social
  - Saturday 9/18 6-10pm - RacketFest 2021

#### Safety

- One additional COVID case reported to Safety and MSX President on Sunday August 8th
- After discussing the details of the case, it was determined that there was no reason for a Member-wide notification as the positive member had not been in contact with anyone at the club for more than 48 hours from their positive test – no contact tracing was necessary.
- Total number of Member cases is 2 for the season.
- Continuing to monitor the guidance out there as we come into the home stretch of the season

#### Strategic Planning

- Survey
  - Committee has received survey results and review is underway with first review conducted 8/17
  - Involve volunteers to create subcommittees over next few weeks
  - We hope to have additional information to share at the September meeting
  - Discussed Top and low comment areas
- Snack bar
  - Will remain open with regularly scheduled hours until August 30th.
  - For the week of August 30th, snack will be open from 3pm – 7:30 pm (last order @ 7:15pm). Per usual, it may close if we have inclement weather.
  - Snack bar will be open for Labor Day weekend. Last day will be September 7th.
  - Survey should go out in mid-September

- Paddle-Dive-Games Camp:
  - Session 1 in full effect
  - Session 1 almost full; session 2 at capacity.
  - Claire & Joe on the ground leading the charge. Already receiving feedback; considering a survey this year.
  - After covering expenses, camp should generate close to \$1K for the Club.

### **General Information:**

#### **Unfinished Business**

- Discussed member feedback on August 4<sup>th</sup> Special Member Meeting.
- Tennis Co-Chair motioned to enter Executive Committee (“EC”) session. The motion was seconded by the House and Grounds Chair and unanimously approved. General Counsel was asked to participate in the EC session.
- Entered Executive Session at approximately 8:20pm. Minutes were not taken during this Executive Session.
- Treasurer motioned to come out of EC session. The motion was seconded by the Vice President and unanimously approved.
- EC Session ended approximately 8:58pm.

#### **New Business**

- Discussed opportunities to restructure board member composition and governance to improve board’s efficiency and effectiveness.
- The following Board members’ 3 year term expires this year and will need to be replaced: Rob, Courtney (2 Tennis Chairs), Brian (1 Paddle Chair), Katie (1 Camp Chair), Bea (1 Aquatics Chair)
- Kim intends to resign so we must find a candidate to complete her last year of her 3 year term for Aquatics Chair.
- Ruby is completing the 2nd year of a 3 year term for Secretary so we must find a candidate to complete the last year of the 3 year term.
- The Nominating Committee will be tasked with finding 5 members for the 3 year terms and 2 members to complete the remaining year of the 3 year terms.
- Board nominating committee will comprise of 3 board members (Sallie, Joan, and Gerrit) and 4 non-board members (TBD).

Safety Committee Chair motioned to adjourn board meeting. The motion was seconded by the Paddle Co-Chair and unanimously approved

The board meeting adjourned at 9:35pm EST.

Next regular board meeting scheduled for September 14th.