

## Minutes of the 1st Meeting of the 2022-2023 PSC BoD

Time: April 5th, 2022 at 6 p.m.  
Place: Via Zoom

Approved  
Anton Briggs

### **Attendees:**

Anton Briggs  
Tim Bartol  
Steve Weber  
Karl-Erik McCullough  
Zia Choudhury  
Charlie Gunn  
Priti Prabhu  
Thomas Friedman  
Keith Hartman

### **Documents for the meeting:**

- N239: Minutes from 3/16/22 Meeting
- Ceiling Fan repair: proposed contract.
- SteamRoomToSauna Proposal
- Proposed Nouran Mohamed contract: original, comparison to PlaySquash, revised.
- Proposed Landscaping Contract
- ToDo list

### **Opening of the meeting (Bartol)**

Focus of this meeting: list what we need to do; identify and deal with most urgent items

### **Approval of minutes from the 3/16/22 meeting (Briggs)**

Approved by members present at last meeting.

### **Treasurer's Report (Weber)**

Current M&T balance is \$53,780 while Vanguard is about \$104,000. Steve expects an additional \$23,800 will come in from dues, resulting in a total about \$181,735.

Everyone but 7 members have paid, due to credit card issues which is common place.

There are currently 102 active and 35 inactive members.

### **Membership gains and losses (Bartol, Weber)**

Steve states that we may have gained one or two new members since last meeting.

Robert reports that since the last meeting we have a 28% usage rate which is in line with what we have seen in the last few months.

Karl-Erik looked into the issue of bookings being cancelled overnight. He did not see anything over the last month to indicate that it was an issue during that time.

There may be cases of no-shows (members leaving reservations in place, but not coming to the club), however this is difficult to monitor. We can continue to send out emails to remind members with the hope that this is enough to keep number of occurrences to a reasonable level.

Based on the number for court usage, we have decided Robert may to allow up to 4 additional members for the time being.

#### 6:15 **Prioritization of issues/work to be addressed:**

##### **1. Selection of new officers (President, Treasurer, Secretary)**

Secretary – Anton will continue with this position and Tom offered to fill in when needed).

Treasurer – Steve will continue in his role as Treasurer, but, since he plans to step down at the end of the year, Keith will work with him to take on this position.

President – Tim will take over with Zia and Keith assisting in Vice President roles.

The Board voted to reaffirm Executive Order that allows President, Treasurer, and Building and Grounds to make a purchase without a vote if the total is under \$3,000.

##### **2. Assignment of key non-officer responsibilities: (Membership, Social, Squash/Pro, Communications, Building and Grounds, Technology)**

Membership – Priti. She will contact Robert who will continue to assist with tasks related to this role.

Building and Grounds – Charlie will continue with this position, but Tom will assist and become acquainted with the details related to this position.

Technology – Keith

Squash/Pro – Karl Erik

##### **3. Permission to use Parking Lot as Staging Area for County Project (Steve/Keith) (see emails received over past week)**

Charlie suggested asking if they would be willing to give us a discount on repaving our lot. Keith is willing to help approach the company about this. He will have them provide a certificate of insurance and a Hold Harmless Agreement. He will also see if they have considered MDOT location, rather than using our lot. Keith has the leeway to make the final decision after meeting with M Luis Construction Company.

**4. New Contract with Nouran Mohamed (Karl-Erik and Charlie) (*see attached*)**

Jay has withdrawn PlaySquash from PSC, so we need to draw up a new contract with Nouran's LLC. We will wait until it is ready to vote on.

**5. Change in Beverages supply: do we stop providing what are, in practice, free sodas, etc?**

*(see emails received over past week)*

The Board voted to end having Ted Sabine restock sodas.

**6. Steam Room to Sauna conversion (Charlie). (*see attached*)**

The estimated for converting steam room to sauna is about \$23,000, so the Board will not pursue this option.

**7. Maintenance issues:**

**a. New Fan (Charlie)**

Charlie was looking into hardwiring the fan. Bids range from 6k-3k. Charlie is still working through his proposal and will send out the summary soon.

**b. Sign peeling and fixing same (Tim from Dick)**

Costs to replace signage is around \$1000. Charlie will check them out and make the final decision.

**c. Landscaping Contract renewal or replacement (Steve, Keith)**

Our current landscaping company is doing a yearly contract now instead of every three years. The new contract has an increase of \$275 for the year. The Board decided to accept their proposal. Steve will go back to the proposal and ensure that gutters are added to the contract. He has permission to sign off on the final amount.

**8. Walls**

Given the lack of options at this point, we will need to continue to research ways to improve the condition of the walls. There was some discussion of potentially sanding the floors. Karl-Erik will investigate options.

**9. Grab bars**

Charlie and Priti will continue to work on this to determine proper placement.

**10. Temperature**

Anton and Charlie have permission to adjust temperature in club as deemed necessary based on weather conditions.

### **11. Reservation system**

Squashworks is no longer supported so we should be trying to transition over to Club Locker. Tim will continue working on this as time allows.

**Next Board meetings via Zoom: Tuesday, May 3<sup>rd</sup>, 7pm-9pm**

**Adjourn**