

N290

Minutes of Potomac Squash Club Board of Director Meeting

Date/Time: October 10, 2023; 7-9pm

Place: In-Person and Zoom

Next Board Meeting is scheduled for November 7, 2023; 7-9pm.

Attendees:

Tim Bartol, President,
Jim Cannon, Secretary
Keith Hartman
Tom Friedman
Charlie Gunn
Karl-Erik McCullough (KE)
Zia Choudhury
Basil Herzstein
Priti Prabhu (absent)

Documents Provided for Board Meeting:

- Draft Agenda for October 10, 2023, Meeting
- Minutes from September 19, 2023, Meeting
- MoCo Fire Inspector Email Thread Summary
- Jay Naseem access to Club Email Thread Summary

• Opening of the Meeting (Tim Bartol)

• Approval of the minutes from September 19th Board Meeting (Tim Bartol)

- Approved unanimously with the condition that Jim Cannon would include an update from Basil Herzstein on issues related to club renovations, following his discussion with Basil.

• Treasurer's Report (Keith Hartman)

- Membership Status
 - Total Members 130
 - 101 Active members
 - 26 Inactive members
 - 1 honorary + 1 temporary + 1 inactive temporary member
- Budget – Current M&T balance: ~\$16,973

• Membership Gains and Losses (Priti Prabhu)

- *Priti could not attend meeting; updates will be included in next Board Meeting*

- **Updates on Ongoing Projects**

1. PSC Stairs/Deck Repairs Proposals for Compliance with Montgomery County (MoCo) Codes (Basil Herzstein, Tim Bartol, Keith Hartman)
 - Board approved the continued efforts for Basil Herzstein, along with Keith Hartman and Tim Bartol, to proceed to develop with the architect detailed plans and options, including downsizing of project scope for club renovations: stairs, deck, exit door, and women’s locker room expansion.
 - Given the projected costs for some of the renovations required and the renovations desired, options for these projects will need to be evaluated along with funding options.
 - Included in this effort is identifying women members to provide inputs for new women’s locker room.
2. Squash Works Functional Upgrade (Tim Bartol)
 - SquashWorks has been purchased by PSC and PSC can now make any desired changes to improve its use for PSC activities. Thus, Club Locker Cutover is no longer needed.
 - Srini Guruswami has taken the lead on this will take the lead on this project and will provide Tim Bartol updates on progress and issues for code development/improvements.
3. Bullis School Update (Karl-Erik)
 - ETSA was contacted by Bullis School regarding lessons as PSC. Given the ongoing issues with the Club repairs and the lack of details from Bullis, this subject remains open until more information is available.

- **Updates on ongoing Maintenance projects/problems (Charlie Gunn/Tom Friedman)**

- Snakes/mice issues – contractor will be contacted to investigate the problem
- Speed Queen washing machine continues to tear up towels; need to investigate source of the problem.
- Nets between the courts need to be cleaned; need to obtain estimates to clean the nets.
- Patio – paver sand beneath and between the paver stones/tiles has been washed out and need to be replaced; need to obtain estimates to complete patio repairs.

- **New Items:**

1. Status Update on Visit by Herbert Gross, MoCo Fire Inspector (Tim Bartol)
 - Issue seems to be County Fire Marshall and County Zoning Group about oversight of PSC and its long-standing exemptions since 1987. Once this matter is resolved with MoCo, PSC will know who will inspect what and when. Current status is to wait to hear from MoCo Fire Inspector as to the PSC exemptions and limited inspections.

2. Update from Women's Night (Priti Prabhu/Karl-Erik McCullough)
 - KE summarized the successful Women's Night squash event and shortly after the Board meeting, Priti provided photo and text inputs for the website to Tim Bartol and Jim Cannon. Website "News" section was updated.
3. Juniors Bronze Tournament (KE)
 - Issues related to the PSC renovations for the deck and stairs will impact this event, but KE will identify hours for Juniors to use the other two courts and then potential dates for this tournament.
4. Defibrillator Training for PSC Coaching Staff (KE)
 - PSC Contract with ETSA requires CPR certification but not defibrillator training.
 - Need to follow-up with ETSA on this subject and the issue of defibrillator training and certification.
 - Need to check the expiration dates of defibrillator equipment.
5. Cleanup of SquashWorks Membership List and Access (KE, Keith)
 - Review current list and ensure list is up-to-date and access is only for current members (active & inactive).
6. PSC Subsidizing of ETSA Insurance (KE)
 - KE to discuss with ETSA cessation of PSC insurance subsidy.
7. PSC Membership (Roster) List and Locker List (Keith)
 - Keith to contact Ted Sabine to obtain copy of both lists for and review the list with KE to ensure lists are current; need to establish backup individual to Ted Sabine for these lists.
- **Action Items – "To Do List" Summary**
 - A separate List was developed and distributed immediately after the Board meeting to ensure Board members are clear on the "To Do" action items to be reported on at the next Board meeting.
 - Future Board Meetings will continue to have this "To Do" List provided immediately after each meeting to support action item tracking and updates in preparation for the following Board Meeting.