

N298

Minutes of Potomac Squash Club Board of Directors Meeting

Date/Time: December 5, 2023: 7 – 9 pm

Place: In-Person and Zoom

Next Board Meeting is scheduled for January 10, 2023; 7 – 9 pm

Attendees:

Tim Bartol, President,
Jim Cannon, Secretary (Absent)
Keith Hartman, Treasurer
Priti Prabhu, Membership
Tom Friedman, Maintenance (Absent)
Charlie Gunn, Facilities
Karl-Erik McCullough (KE), Squash Programs
Zia Choudhury
Basil Herzstein, Projects

Documents Provided for Board Meeting:

- Draft Agenda for December 5, 2023 Board Meeting
- Minutes from November 7, 2023 Board Meeting

• Opening of the Meeting (Tim Bartol)

• Approval of the minutes from November 7, 2023 Board Meeting (Tim Bartol)

- Approved unanimously.

• Treasurer's Report (Keith Hartman)

- Membership Status
 - Total Active Members: 101
- Budget – Current M&T balance: ~\$200,000
 - Compared with ~\$201,000 in November 2023

• Membership Gains and Losses (Priti Prabhu)

- 2 new members, one not yet counted.
- Talking to 2-3 more potential members.
- Usage: 38-39% (same as last month)
- Discussed how to welcome new members in the past 6 months (many!). May have a special challenge this time around as so many are true beginners.
 - Send out an email to new members
 - Tell new members about the Beginner Clinic?
 - Ask Nouran about group lessons for these new members/beginners.

- Consider increase in the number of beginner clinics
- **Updates on Ongoing Projects**
 1. PSC Stairs/Deck Repairs Proposals for Compliance with Montgomery County (MoCo) Codes (Basil Herzstein, Tim Bartol, Keith Hartman)
 - Keith Driscoll, Architect/Contractor, plans to have three contractors visit PSC for developing proposals for stairs, deck repair, and new Exit door
 - No response from Montgomery County to the submittal of proposed architectural/structural changes to PSC for stairs, deck repairs and new Exit door
 2. Squash Works Functional Upgrade (Tim Bartol)
 - Background: PSC Member, Srini Guruswami has taken the lead and working to establish a list of issue to be resolved and recommendations for change requests
 - Tim will request a list of proposed changes from interested club members and KE will also develop a list of changes to support PSC squash programs
 3. El Torky Squash Academy Workman's Compensation Insurance Overpayment
 - Keith Hartman will work with insurance agent, Althea, to find out how much insurance was overpaid and means to recover this money
- **Updates on ongoing Maintenance projects/problems (Charlie Gunn/Tom Friedman)**
 - Couch removal: paid \$75 to get removed. DONE.
 - Replacement of reservations monitor: working beautifully. DONE.
- **New Items:**
 1. Annual PSC Membership Meeting
 - Proposed for January 17, 2024; 7-8pm for meeting; 8-9pm for exhibition play
 1. Heights School Use of PSC for squash instruction and play:
 - Heights School has requested 3:30-4:30 Tuesday afternoons and use of 2 courts.
 - KE and Keith to review and update old Heights contract.
 - Issues: Price for use of course and a Heights adult must be present and active in supervising the students
- **Next Board Meeting**
 - Wednesday, January 10, 2024, 7 – 9 pm

- **Action Items – “To Do List” On-Going Summary**
 - A separate List is developed and distributed immediately after each Board meeting to ensure Board members are clear on the “To Do” action items in preparation for the following Board Meeting.