

PASS POOL BOARD MEETING

July 1, 2019

6:00 PM Municipal Office

IN ATTENDANCE: Sherri Gleave, Judy Sciarra, Lesley Margetak, Doreen Glavin , Lisa Sygutek, Jared Koentges (Regrets – Leone Stacheruk, Pauline Beech)

1. AGENDA: Judy presented the Agenda. Doreen **MOVED** the agenda be adopted. Sherri **SECONDED** the motion. **CARRIED.**

2. MINUTES: The minutes from the June 10, 2019 meeting were read. One typo – 6:60 PM should be printed 6:50 PM. Judy **MOVED** the minutes be adopted as amended. Lesley **SECONDED** the motion. **CARRIED.**

3. OLD BUSINESS:

A. Certification - Still awaiting some copies of recerts. Jared will text one more time. Discussion was held regarding the importance of having copies of current and valid certifications on site. Informing all staff when applications are submitted that copies must be included will be reinforced so that at interviews the paperwork should be complete. Vigilant tracking is necessary.

B. Police Checks – All 18 year olds have been given the criminal record check application to complete and they have been submitted to the RCMP. They are awaiting clearance and once complete will be added to their personnel files.

C. Pool Dimensions Update – awaiting response.

D. Letters of Employment – Leone and Judy met with all staff to deliver the letters and all except for one have been signed and taken to Kristin.

4. NEW BUSINESS:

A. Managers' Report – Jared reports:

- June was busy – revenue is up from last year – currently at \$45,000.00 (Seasons' passes are at \$24,000.00) No variance report available to compare.
- Registrations for lessons went well – they are starting this week
- Rec Desk has some features that are now being used and working well
- One resignation
- Managers beginning some staff evaluations – positive feedback regarding leadership etc.
- Email from Servus regarding sponsoring swims – discussion regarding possibility of sponsoring the Aug 5 Heritage Day special event! Jared will inquire.
- Thank you to the CNP Health Foundation for sponsoring the Canada Day party – it was great! Jared will arrange a Thank you.
- Assistant Manager and one senior guard took Lifesaving Instructor/Trainer course in Pincher Creek last week. This will enable Pass Pool to host the Bronze courses for those interested in lifeguard training.

- Health Foundation will be running their Aquatic Therapy sessions on Tuesdays and Thursdays as last year.
- Some pool rentals have taken place. The time allocated for rentals can be used for private lessons.

Some discussion was held on the need to plan for the Saturday evening time slot if there are no rentals. The Board would like to see usage until 9:00 PM Friday and Saturday evening through the summer. Some suggestions were to host small clinics or games possibly aimed at teens. Jared will look into assigning this to one or more of the staff to see what they can design and initiate!

B. Advertising – The new monitor is working well and looks great! Jared put the Canada Day Party in the paper as well as the schedule/opening information. The building sign is being changed and updated regularly.

Next Meeting: Monday, July 15, 2019 at 6:00 PM

Sherri **MOVED** the meeting adjourn at 7:15 PM.