

Marlowe Manor Property Owner's Association  
Board Meeting Minutes  
Monday, July 22, 2019, 6:30pm  
1506 Stonehenge

**Board Members in Attendance:**

Amanda B. Page, Samantha Minster, Jerra Hollinger, Ed Willis, Alan Jones,

**Board Members Not in Attendance:** N/A

**Others Attending:**

**Next Meeting:** Sunday, August 18 at 5:30 pm at the Pool

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- **Call Meeting to order 6:00pm –**
  - President, Amanda B. Page
  
- **Approval of previous minutes**
  - Motion to approve minutes:** Amanda
  - Second:** Jerra
  - Vote:** Unanimous
  
- **President's report & update – Amanda B. Page**
  
- **Secretary report – Alan Jones**
  
- **Treasurer's report – Jerra Hollinger**
  - POA: \$20k
  - Pool: \$15k
  - PRAF: \$21K
  - Paypal: \$0 – cleared out
  
- **Pool report – Samantha Minster**
  - Approved tobacco free Park and Pool
    - Policy is attached to the minutes and will be provide by the Arkansas Department of Health
    - Signs will be provided by Arkansas Department of Health
  - 4<sup>th</sup> of July party was cost savings and different.
    - Rest donated to swim team party
  - Diving board – Ed W.
    - Reached out of friend with Pool company will get a contractor to evaluate options.
  - Payroll
    - Need to look at payroll system for lifeguards 1099 instead of standard payroll
  - Need to consider options for Pool Manager
    - Samantha is looking at job description options
    - Next summer would be good a time for pool manager ... would start looking at options now.
  - Park will order dumpers after Labor Day.

- Labor Day party Preparations
  - DJ and Karaoke
  - Hot Dogs, Chips,
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- **Park report – Ed Willis**
  - Repair for Backflow Test... now pool water is now up to code.
  - Lawn People – Clear path between bushes and fence.
  - Park trashcans – need new trash cans
    - Remove west single can by the gazebo
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- **Swim Team update / report – Wendy Donley**
- **Marlow Manor Community Resource Team**
  - Drafting document on
  - Need communication tool
  - Qualify
  - Contact
  - Need to determine as much “What they not”
  - Possible tools: Trillio, Group Me
  - Neighborhood gathering
  - Improve since of “neighborhood”
- **Open Discussion**
  - Need to advertise for POA Treasure
  - Pool manager vs Pool VP
  - Motion: let Samantha assume Treasure position develop a job description for poop mgr. Then asses need for Pool VP.
    - Second: Jera
    - Passed: Unanimous
  - Amanda working with Splashpad USA
    - Will be here in about a month to give ideas of a splashpad
    - 60-90 days to develop
    -
  - Working on pricing for using the cabana - \$30 for party during the week + \$3 per guest if not member
- **Adjournment**

**Motion to Adjourn:** Amanda

**Second:** All

**Vote:** Passed Unanimous

<b>Title:</b> Marlowe Manor Tobacco - Free Park and Pool Policy	<b>Date Implemented:</b> 7/16/19	<b>Approved by:</b> Marlowe Manor POA Board
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## Section 1: Purpose

**WHEREAS**, the Marlowe Manor Property Owner's Association believes that tobacco use in the proximity of children and adults visiting or working at the Marlowe Manor Park and Swimming Pool facilities is detrimental to their health and can be offensive to those using such facilities; and

**WHEREAS**, the Marlowe Manor Property Owner's Association has a unique opportunity to create and sustain an environment that supports a non-tobacco lifestyle through a tobacco-free policy, rule enforcement, and adult-peer role modeling on Marlowe Manor Park and Pool Property, and

**WHEREAS**, the Marlowe Manor Property Owner's Association believes parents, leaders, and officials involved in recreation are role models for youth and can have a positive influence on the lifestyle choices they make; and

**WHEREAS**, the tobacco industry advertises at and sponsors recreational events to foster a connection between tobacco use and recreation; and

**WHEREAS**, tobacco use, once consumed in public spaces, are often discarded on the ground requiring additional maintenance expenses, diminish the beauty of the Marlowe Manor Property Owner's Association facilities, and pose a risk to toddlers due to ingestion; and

**WHEREAS**, the Marlowe Manor Property Owner's Association board determines that the prohibition of tobacco use at the Marlowe Manor Park and Pool facilities serves to protect the health, safety and welfare of our citizens of the citizens and visitors to our neighborhood.

**THEREFORE**, be it resolved that tobacco use is prohibited in indoor/outdoor Marlowe Manor Park and Pool Properties and Facilities. No person shall use any form of tobacco at or on any Marlowe Manor -owned or operated Buildings/Parks/Recreational and Sport Facilities/Trails/Farmers Market; indoor/outdoor facility property/campus, including the restrooms, spectator and concession areas.

## Section 2: Definitions

### Definitions

1. **Tobacco**-for the purposes of this policy "tobacco" is to include any product containing, made, or derived from tobacco that is intended for human consumptions, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means or any component, part or accessory of a tobacco product including but not limited to; any lighted or unlighted cigarette, cigar, pipe, and any other smoking product and spit tobacco, also known as smokeless, dip, chew, snus, and snuff, in any form including, electronic, vapor or heated device or lighted combustible plant material.

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2. **E-Cigarette**-means any device that can be used to deliver aerosolized or vaporized nicotine to the person inhaling from the device, including but not limited to, an e-cigarette, e-cigar, e-pipe, vape pen or e-hookah.

3. **Smoking/Vaping**-means inhaling, exhaling, burning, or carrying any lighted tobacco product including but not limited to; cigarettes, cigars, pipes or any electronic, vapor or heated device or heated device or lighted combustible plant material.

**Exemption:** Nicotine use: Only FDA approved cessation products are allowed. This includes, nicotine gum, nicotine lozenge, nicotine patch, pharmaceutical nicotine inhaler (this does not include any form of e-products) and nicotine nasal spray.

**Section 3: Enforcement**

1. Appropriate signs shall be posted in the above specified areas.
2. The community, especially facility users and staff, will be notified about this policy.
3. Staff will make periodic observations of recreational facilities to monitor for compliance.
4. Any person found violating this policy may be subject to immediate ejection from the Marlowe Manor facility/campus.

**Section 4: Effective Date:**

This policy statement is effective immediately upon the date of adoption, which is July 16<sup>th</sup>, 2019

Marlowe Manor Board President: *Audrey Paer*  
 Marlowe Manor Board Secretary: *Ann Jones*  
 Marlowe Manor Board Treasurer: *Jenna Hollinger*  
 Marlowe Manor Board Pool VP: *Ed Willet*  
 Marlowe Manor Board Park VP: *Sam*

Approval Date: 7.22.19  
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