

Marlowe Manor Property Owners' Association
Board Meeting Minutes
Tuesday, January 2nd, 2024 at 7pm
Zoom

Board Members in Attendance:

Mary Waldrup (President), Scott Smith (First Vice President), Chris Gimbert (Treasurer)
and Justin Jones (Secretary)

Board Members not in Attendance: N/A

Others Attending: N/A

Next Meeting: Thursday, January 11th @ Terry Library

CALL THE MEETING TO ORDER

Call the meeting to order @ 7:03pm

REVIEW INFORMATIONAL ITEMS

- President's Discussions
 - Clarity letter - has it been sent? Any response ;discussed
- Treasurer Discussion
 - 1. 2024 budget
 - POA; done
 - PRAF; 0
 - POOL; waiting on greg
 - Swim Team; need a budget from swim team, Jenn Fulton; need to meet before Jan 11 meeting; expectation of execution (budget due end of February) (need to know before rider insurance) asking: how are you and the swim team going to pay for rider, lifeguards, tee shirts, party at the end of the season;
 - Follow up with Greg on Budget (end of February)
 - Meeting with Board and all parties in late February
 - 2. Resetting all passwords; still working
 - 3. Rekey all locks; working on it
- Pool Discussion
 - Official Day for Opening? Memorial Day, Monday, May 27th? ;come down and pay on Friday, May 24th; OPEN on Saturday, May 25th, party on Monday, May 27th (pool normally closed on Monday's for Parties)
 - Mondays have NO GUARDS
 - What are the pool hours? Sunday 1pm-8pm Tues-Sat 10a-9pm, 1206 Hours Budget, three parties (\$500x3 from POA), \$16,884 @ \$14.00/hr,
 - AT&T router return;Scott will return
 - Baby Gate Status? ;defer to Greg

- When and who needs to start the hiring process for lifeguards?
 - Who's going to oversee the process?;
- Who's purchasing the phone for the lifeguards?;unless the health dept say otherwise, guards bring their own
- When to start advertisements for pool?; yesterday.
- Paychex update?; Board Members are unable to get in but no one know who to operate. Greg or Scotty may know how to operate.
- Not required to have guards during practices?
 - MM got pushback from swim team parents
 - When a drowning happens, health department and lawyers involved
- Greg Jones - GUARDS
 - Red Cross training
 - 14 years old
 - Guide in training
- Get people to come to come to registration party
- Scott Copelane formal Marketing
- Put out an advertisement for the possibility of neighborhood kids to become guards? ; put it on the website; give Greg's information
 - Adult Responsibilities
 - Life/Death situations
 - Lifeguards need to feel comfortable
- Advertisements need to be upped. What's available to advertise?
 - Poster Boards
 - Instagram
 - Facebook
 - Neighborhood
- Need more pictures of the pool area; contest on Facebook page
- Volunteer Help
 - Bill Beattie to replace rotted area by shack, who is coordinating the effort with Bill Beattie?;Scott to coordinate; April timeframe (spring cleanup); Greg's wife to buy paint and paint the bathroom; Lauralee Husband Andrew is available for help; Zach and Julia Reed (Zach wants to shadow Greg)
- Who has checklist for the pool inspection?;on Dropbox
- Park Discussion
 - N/A
- Secretary Report
 - What is the official quorum? ;Chris to get official numbers.
 - Who will be cross referencing the household in good standing?;Chris
 - Who will handle the ballot and what does the process look like for someone new to run? (FYI, we have someone wanting to run for

2nd VP); Chris will bring a portable laser printer. Justin will tabulate the votes as people turn in the ballots.

- What information are we responsible for presenting in the agenda?;First 20 minutes is waiting for a quorum. After 20 minutes; either close out the meeting and start the normal meeting. (SOTU? Four Bullet Points Amendment update? Yes