

**Copperfield Neighborhood Association
Board Meeting
May 8, 2007
9:00p.m.**

In attendance: Jennifer Marshall, Mark Yates, Jim Blyth, Charlie Gancio, Bob Bravard Gene Ferguson, Dwayne Stephens (Facilities), Matt Marlow (Facilities), Debbie Morris (Facilities) and Brad Hatton (Pool Management).

Meeting called to order by Jennifer Marshall.

Discussion Items

1. Facilities Committee presented Board with resolution for Swim Team.
 - a. Operating agreement between Swim Team and CNA.
 - b. Insurance policy secured by Swim Team Board is top priority.
2. Facilities Committee requests a letter from the CNA Board to be addressed to the Swim Team Board and Facilities Committee. Letter to be sent out annually 3-4 months prior to the pool/swim team season.
 - a. Swim Team Operating Agreement.
 - b. Swim Team Board liability insurance policy.
 - c. Swim Team to work directly with Facilities Committee. CNA Board will act as liaison (independent 3rd party) between Swim Team and Facilities.
3. Key elements discussed to include in an Operating Agreement between Copperfield Swim Team Board and Copperfield Facilities Committee.
 - a. Defined hours of operation where the Swim Team assumes responsibility for the entire pool. Daily practice from 7:30am - 11:00am and Wednesday evening for Home swim meets 3:50pm - 10:30pm or close.
 - b. General liability insurance policy held by the swim team.
 - c. Defined roles of the Swim team board. Detailed roles may not be required in the operating agreement but in a separate document and a general outline could be included in the operating agreement. Liaison between facilities and swim team. Also could include a continuation plan or mentor program for smooth transition from one swim season to the next.
 - d. Use of clubhouse office or basement. Specifically defined duration, expectations and responsibilities of swim team.
 - e. Financials to the extent that the Facilities Committee and/or CNA Board are not financially responsible for Swim Team expenditures. This may be satisfied by said operating agreement.
 - f. Coaches contracts to cover employment related issues such as workers comp, payroll taxes, ect.
 - g. Other items such as Snack Shack if it is ever to be managed by the Swim Team should also be included in the operating agreement.
4. Pool Report

- a. Brad Hatton (Professional Pools Management). Pool is ahead of schedule to open for 2007 season. Takes 48 hours to fill with water. Do not fill early May due to cost of running pumps, electricity, chemicals, ect. And not open until Memorial Day.
 - b. Late night swims will take place Friday and Saturday nights all of July and August. Pool open one extra hour until 10:00p.m.
5. Facilities Update/Pool Report cont. Memberships on schedule for 2007 season. Finished 2006 with a total of 229 memberships 54 outside neighborhood.
6. Motion to adjourn made by Gene, Jim 2nd.

Respectfully submitted by Gene Ferguson, Secretary.