



Greenbriar Pool Club Membership Meeting

New Date

**February 27, 2019
7:00 PM**

**Greenbriar East Elementary
School Library**

2019 GENERAL MEMBERSHIP MEETING

WELCOME!

We would like to take this opportunity to welcome you to the 2019 pool season. As we always do, we will kick off the season with our [General Membership Meeting](#), to be held on [February 27, 2019, at 7:00 PM](#) in the [Greenbriar East Elementary School Library](#). All pool members are welcome and are highly encouraged to attend.

Members are invited to run for the open pool board positions, elect new board members, and/or join in the discussions. Anyone wishing to raise a specific topic before the Board is welcome to do so. **Each speaker will be given up to five minutes.**

There are [open positions available on the pool board](#). To run for a Board position, please submit a short bio (100-200 words) to pool@greenbriar.org so you can be added to the ballot. Candidates may also be nominated during the meeting.

The pool Board strives to ensure that we're representing the interests and wishes of the membership; your participation, either in volunteer positions, or by attending our meetings, is crucial to this effort. **Please be sure to join us on February 27, 2019.**

February 27, 2019 General Membership Meeting

Agenda

- Call to Order
- Opening Remarks
- Approval of 2018 Membership Meeting Minutes
- Financial Report
- Director's Reports
- New Business
- Election of New Board Members
- Meeting Adjourned

**Greenbriar Pool Board
Membership Meeting
February 21, 2018
Minutes**

Participants: Karen Myers, Peter Bayer, Jeff McCurry, Mike Ebert, Mike Thornton, Karen Sparks, David Blahuda, Erik Kawasaki, Kevin Corcoran

Meeting called to order and Board members introduced at 7:00pm

- Opening remarks from Karen Myers
- Approval of Minutes – 2017 Membership Meeting minutes approved by acclamation
- Financial Report – Jeff McCurry
 - We projected a loss of \$61,000; actual loss was \$72,000
 - We replaced the roof in FY 2017, but budgeted for it in FY 2016
 - Largest single expense was replacing the white coat on both pools
 - We tapped previous years' cash reserves to pay for this
 - Budget anticipates a \$25 dues increase to \$425
 - Still lowest dues among any NVSL pools
 - Upcoming long-term expenses
 - Repair and repave parking lots
 - Replace our perimeter fence
 - We hope to undertake a more comprehensive renovation of the facility in the future
 - We currently have \$125,000 in reserves
- Vice President's Report – Peter Bayer
 - All insurance policies are in place and paid
 - No claims last year
- Secretary's Report – Kevin Corcoran
 - Membership Sales: 32 memberships sold in 2017
 - High: \$3,151; Low: \$1,000; Average: \$2,419
 - Excludes memberships that conveyed with home sales
- Swim & Dive Report – Mike Ebert
 - 130 swimmers / 22 divers / 4 dual athletes
 - Dive team has two new team reports
 - Swim team hosted All-Star Relays last year; event was very successful, but we will not host the event in 2018
 - Winter swim has 39 swimmers
- Special Activities – Karen Sparks
 - We saw better attendance last year, in large part because of better weather
 - Always looking for new volunteers to help plan and execute events

- Communications – Erik Kawasaki
 - Have implemented plans for more frequent and timely database updates
 - Installed new display in pool lobby to show swimmer loads and alerts
 - Both are also posted on website; alerts are sent by Twitter

- Operations & Maintenance – David Blahuda
 - We renewed our contract with NV Pools for another three years
 - Whitecoat replaced in both pools
 - Kiddie pool was dug out to appropriate depth
 - Installed new LED lights in parking lot and on decks
 - Reduced electric bill by 50%; will pay for themselves in two years
 - The pool chemical system has been upgraded
 - Purchased and installed new shed – will better protect our equipment
 - Continued our scheduled replacement of lounge cushions; also cycling out the older, more worn lounge frames
 - We've upgraded our umbrellas
 - Installed new trophy case

- Members' questions and comments
 - Some discussion about how to put the side parking lot to better use
 - Member concern about bicycle thefts
 - Notices will be posted, but pool board members' inspection of bike rack is that many bikes are left unlocked
 - Guards at front gate can't be responsible for monitoring the bike racks
 - Questions about membership fees – will they keep increasing?
 - Because our expenses continue to increase, and because the entire facility requires both ongoing maintenance and more comprehensive upgrades, dues will have to increase to keep pace

- Board Member Elections
 - Candidates for office elected by acclamation
 - Erik Kawasaki
 - Jeff McCurry
 - Karen Sparks

- New logo revealed
 - Thanks to Kristin McCurry for her graphic design services

- Meeting adjourned at 7:42pm

SELLING OR RENTING YOUR MEMBERSHIP

IMPORTANT:

All membership rentals and sales are private legal transactions between the member and renter or buyer.

The Board **no longer maintains a waiting list of buyers, and cannot assist in matching buyers and sellers**, except for members who are serving overseas in the military or diplomatic corps.

Forms for Renting or Selling:

All forms can be found on the Pool's website www.greenbriar.org or obtained by emailing, or calling the Administrative Assistant, at pool@greenbriar.org, or 703-378-4421.

Renting Forms: <http://greenbriar.org/membership/renting-your-membership/>

Selling Forms: <http://greenbriar.org/membership/selling-your-membership/>

Processing Time: Please **allow 1-2 weeks for processing** rentals and sales, especially during the pool season. The Administrative Assistant will contact you once you are cleared and permitted to use the pool

Email Updates: If you would like to be added to the Pool's email list, please send us an email to the pool at, pool@greenbriar.org. The pool uses the email list **only to send out newsletters, notify members of important pool news**, such as Late Nights, or unscheduled closings; **we will NEVER sell, or share your contact information.**

Greenbriar Pool Club **maintenance fee for 2019 will be \$425.00**. Payment is **due in full by April 15, 2019**. If payment is not received in full by **April 15, 2019, late fees will be incurred**. Any membership with an **outstanding balance** is prohibited from using the pool until the balance is paid in full.

Mail payment to our **NEW MAILING ADDRESS: 13001 Point Pleasant Dr., Fairfax, VA 22033**. The Post Office Box has been closed.

Greenbriar Pool Club, Inc. Budget

October 2018 - September 2019

	<i>Budget</i>	<i>Actual</i>	<i>Budget</i>	<i>Diff</i>	
	Oct 2018 - Sep 2019	Oct 2017 - Sep 2018	Oct 2017 - Sep 2018	Oct 2017 - Sep 2018	Oct 2016 - Sep 2017 (PY)
Revenue					
Concession Receipts	12,500.00	12,978.00	13,000.00	-22.00	12,856.50
Gate receipts					
Long term guest passes	600.00	675.00	500.00	175.00	450.00
Prepaid Visitor's Pass	3,400.00	3,325.00	4,000.00	-675.00	4,070.00
Total Gate receipts	\$ 4,000.00	\$ 4,000.00	\$ 4,500.00	-\$ 500.00	\$ 4,520.00
Interest	50.00	52.09	50.00	2.09	58.01
Membership Revenue					
Certificate Reprint	200.00	225.00	150.00	75.00	175.00
Late fees	2,500.00	2,975.00	1,500.00	1,475.00	1,600.00
Maintenance fees	255,000.00	252,025.00	255,000.00	-2,975.00	240,000.00
Membership Sales	0.00	1,000.00	2,500.00	-1,500.00	2,745.00
Online Credit Card Payment Fee	1,000.00	990.00	1,000.00	-10.00	945.00
Rental processing	3,000.00	3,330.00	3,500.00	-170.00	3,700.00
Transfer fees	2,000.00	2,850.00	2,000.00	850.00	2,325.00
Total Membership Revenue	\$ 263,700.00	\$263,395.00	\$265,650.00	-\$ 2,255.00	\$ 251,490.00
Miscellaneous	1,000.00	1,937.10	500.00	1,437.10	-3,529.15
Patsy Graham Meet	0.00	0.00	0.00	0.00	0.00
Swim/Dive Fees	16,000.00	0.00	16,000.00	-16,000.00	15,930.00
Dive Team Revenue	3,500.00	3,964.00	5,200.00	-1,236.00	5,111.87
Winter swim	4,500.00	4,470.80	4,000.00	470.80	4,253.84
Total Revenue	\$ 305,250.00	\$290,796.99	\$308,900.00	-\$18,103.01	\$ 290,691.07
Gross Profit	\$ 305,250.00	\$290,796.99	\$308,900.00	-\$18,103.01	\$ 290,691.07
Expenditures					
ADMINISTRATIVE EXPENSES					
Bank Charges	350.00	317.50	300.00	17.50	298.50
Cell Phone	500.00	504.57	300.00	204.57	296.49
Corporate taxes/fees	25.00	25.00	600.00	-575.00	560.00
Directors' Dinner	200.00	170.02	300.00	-129.98	200.00
Insurance	15,500.00	15,314.11	15,000.00	314.11	14,759.23
Legal/Accounting	4,000.00	3,635.00	5,000.00	-1,365.00	4,589.33
Merchant fees	1,000.00	1,001.86	900.00	101.86	865.32
Miscellaneous admin	0.00	0.00	100.00	-100.00	72.91
Office Supply/Mail	2,500.00	2,261.40	2,500.00	-238.60	2,077.00
Online services	1,200.00	1,012.13	800.00	212.13	774.97
Payroll Expenses	20,000.00	19,416.67	19,500.00	-83.33	18,500.00
Payroll Taxes-Admin	1,600.00	1,495.77	1,500.00	-4.23	1,425.66
Property taxes	1,000.00	700.67	2,000.00	-1,299.33	1,969.97
Total ADMINISTRATIVE EXPENSES	\$ 47,875.00	\$ 45,854.70	\$ 48,800.00	-\$ 2,945.30	\$ 46,389.38

CONCESSION					
Maintenance	500.00	0.00	800.00	-800.00	745.00
Other	0.00	40.00	50.00	-10.00	40.00
Payroll Taxes-Snack Bar	750.00	649.57	750.00	-100.43	731.14
Salaries	9,000.00	8,349.25	9,500.00	-1,150.75	9,447.60
Sales Tax	600.00	595.30	400.00	195.30	346.62
Supplies	7,200.00	7,094.10	6,300.00	794.10	6,217.21
Total CONCESSION	\$ 18,050.00	\$ 16,728.22	\$ 17,800.00	-\$ 1,071.78	\$ 17,527.57
Depreciation Expense	0.00	0.00	0.00	0.00	0.00
OPERATIONS					
Capital Improvements	10,000.00	12,375.97	0.00	12,375.97	106,242.00
Contract Services	100,000.00	96,891.14	95,000.00	1,891.14	90,109.00
Furniture	2,500.00	2,445.27	6,000.00	-3,554.73	9,286.79
General Maintenance	20,000.00	18,693.29	25,000.00	-6,306.71	24,109.24
Lawn Care	8,500.00	8,393.13	10,000.00	-1,606.87	8,045.01
Supplies	5,500.00	5,111.32	6,000.00	-888.68	5,575.20
Utilities				0.00	
Electric	4,500.00	4,536.65	8,000.00	-3,463.35	4,847.43
Gas	150.00	137.49	200.00	-62.51	195.82
Telephone	1,900.00	1,883.34	2,200.00	-316.66	2,083.47
Trash Collection	1,300.00	1,351.86	2,000.00	-648.14	1,746.00
Water	6,000.00	5,952.63	4,000.00	1,952.63	3,805.59
Total Utilities	\$ 13,850.00	\$ 13,861.97	\$ 16,400.00	-\$ 2,538.03	\$ 12,678.31
Total OPERATIONS	\$ 160,350.00	\$157,772.09	\$158,400.00	-\$ 627.91	\$ 256,045.55
Parties	5,000.00	4,150.64	5,000.00	-849.36	4,186.20
Patsy Graham expenses	0.00	0.00	0.00	0.00	0.00
Payroll Expenses					
Taxes	0.00	-0.01	0.00	-0.01	-1,266.52
Total Payroll Expenses	\$ 0.00	-\$ 0.01	\$ 0.00	-\$ 0.01	-\$ 1,266.52
Penalties	0.00	0.00	0.00	0.00	1,080.90
Reconciliation Discrepancies	0.00	8.59	0.00	0.00	0.00
SWIM/DIVE TEAMS					
Dive Team Expenses	700.00	713.70	3,300.00	-2,586.30	3,175.76
Coaches wages	24,000.00	22,381.67	22,500.00	-118.33	22,011.00
Equipment	0.00	0.00	10,000.00	-10,000.00	3,178.00
NVSL Dues	500.00	237.00	1,000.00	-763.00	953.95
Payroll Taxes - Swim/Dive	1,900.00	1,707.71	1,800.00	-92.29	1,712.62
Recognition/awards	0.00	0.00	300.00	-300.00	275.00
Winter swim expense	3,000.00	2,741.04	3,000.00	-258.96	2,980.50
Total SWIM/DIVE TEAMS	\$ 30,100.00	\$ 27,781.12	\$ 41,900.00	-\$14,118.88	\$ 34,286.83
Total Expenditures	\$ 261,375.00	\$252,295.35	\$271,900.00	-\$19,613.24	\$ 358,249.91
Net Operating Revenue	\$ 43,875.00	\$ 38,501.64	\$ 37,000.00	\$ 1,510.23	-\$ 67,558.84
Net Revenue	\$ 43,875.00	\$ 38,501.64	\$ 37,000.00	\$ 1,510.23	-\$ 67,558.84
Reserve	-35,000.00				
Net Cash	\$ 8,875.00				

Communications Roundup

Every time I head over to the Greenbriar Pool, I reflect on how fortunate my family is to have a nearby pool to go to and gather with other neighbors. I find keeping informed on Pool news and events extremely important as I'm sure many other members find essential as well. There are multiple venues Greenbriar Pool uses to keep membership apprised of news:

- Website
- Facebook
- Twitter
- Email Distribution List

Through the website members can perform the following:

- Make payments
- Read information on the Pool, Dive Team, & Swim Team
- View upcoming events
- View documents – policies, rules, bylaws,
- Check on the pool status – **TODAY @ THE POOL***

*This feature provides “real-time” data on pool conditions, most importantly the attendance level which is quite useful before heading out as it allows members to know if the pool is closed or at/near capacity.

Our Twitter feed is another great tool to let members know the Pool's status, e.g. CLOSED for weather, at capacity, etc. Members can setup SMS alerts to receive Twitter feed updates via text.

Lastly there is the Email Distribution List. This is the default communication medium used to send out information to membership – pool closings, events, etc. Send an email to pool@greenbriar.org to add/remove your email address.

If there are any questions, concerns, etc. please feel free to reach out via any of the communication mediums above, but the best means is an email to pool@greenbriar.org.

Sincerely,

Greenbriar Pool Club Communications

BOARD OF DIRECTORS**Acting President: Tim Metzinger****Vice President: Tim Metzinger****Secretary: Kevin Corcoran****Treasurer: Jeff McCurry****Operations/Maintenance (2):****David Bluhata****vacant****Communications: Erik Kawasaki****Swim & Dive Team Liaison: Mike Ebert****Special Activities: Karen Sparks****OTHER PERSONNEL:****Swim Team Representative: Dan Klanderman****Swim Team Representative: Rob Wayment****Dive Team Representative: Rich McFadden****Dive Team Representative: Dawn Bray****Pool Management Company: NV Pools****CONTACT INFORMATION****NEW MAILING ADDRESS****13001 Point Pleasant Dr.****Fairfax, VA 22033****Email / Web Address****pool@greenbriar.org****www.greenbriar.org****Phone: Admin. Hrs.: Tuesday & Thurs. 11 AM – 2 PM****Administrator 703-378-4421****Pool Front Desk 703-378-4421****All newsletters will be sent via email to members.****If you are not receiving emails from us, please make sure we have your correct email address.****Like us at Facebook at "Greenbriar Pool Club, Inc."****Follow us on Twitter at "@GBPoolClub."**