

DFC Governing Board

Regular Meeting Minutes

February 15, 2023

A scheduled, in-person meeting of DFC Governing Board was called to order at 5:04 pm EST on February 15, 2023 by President Tom Metzloff.

Roll Call

Role	Name	Present?	Role	Name	Present?
President	Tom Metzloff	X	At-large	Blue Dean	
President-Elect	Diane Lennox	X	At-large	Philip Lozier	X
Past President	Bob Walker	X	At-large	Maria Manson	X
Treasurer	Jamie Claar	X	At-large	Chiara Melloni	X
Secretary	Billy Heim	X	Executive Director	Chris Jaques	X
			Office Manager	Patti Allen	X

Approval of Agenda

The agenda was approved as presented.

Approval of Minutes

The minutes of the following meetings were approved by the Board:

- Regular Meeting of January 23, 2023

Upcoming Board Meetings

The next meeting is scheduled on March 3, 2023 at 12:15pm EST in-person.

FY24 Budget

Prior to the meeting, the FY24 budget had been circulated to the Board for review and comment. Chris and Jamie presented the changes and discussion ensued. Chris noted that the budget is conservative with revenues underestimated and expenses overestimated. At the conclusion of discussion, a motion was duly made, seconded, and unanimously approved by the Board members present to adopt the presented FY24 budget.

Nominating Committee

In preparation for the election of new directors in March, the Nominating Committee was formed consisting of Bob Walker (chair), Blue Dean, and Maria Manson. Positions to be filled this cycle are President Elect, Secretary, and two At-large seats.

Facilities Committee

The Facilities Committee presented a design for additional shade on the south side of the pool deck, west of the diving boards; the proposal was from Carolina Recreation and Design and would provide an additional 24' x 24' shaded area with a cost of approximately \$26,000. It is expected to be installed before summer. After some discussion, a motion was duly made, seconded, and unanimously approved by the Board members present to proceed with the additional shade at pool.

Duke-DFC Realignment

Tom reported that James Easthom of Kennon Craver, LLC has been retained as the DFC's attorney. The Realignment Committee is scheduled to meet with Duke representatives on 2/17/2023.

Executive Director Report

Chris reported the following:

- The January 2023 financials are as mostly as expected. Revenue is slightly higher than projected given that it is a winter month. Invoice payment has been slower than expected. An online credit card payment option is coming soon which hopefully will address the lag in invoice payment.
- The new DFC website has been launched.
- Progress has been made on rectifying the waitlist. 650 prospective memberships have been contacted with thus far 200 remaining on the waitlist and 84 being removed.
- A full-time facilities assistant/pool manager has been hired. He previously worked with Chris at Hollow Rock.
- Both swim team coaches are returning this summer.
- Interviews are taking place for Snack Bar Manager.
- Joana is conducting interviews for camp managers.

The Board meeting adjourned at 5:52 pm EST after which the Board met for a brief executive session.

Minutes prepared by: Billy Heim, Secretary