

DFC Governing Board

Regular Meeting Minutes

March 3, 2023

A scheduled, in-person meeting of DFC Governing Board was called to order at 12:32 pm EST on March 3, 2023 by President Tom Metzloff.

Roll Call

Role	Name	Present?	Role	Name	Present?
President	Tom Metzloff	X	At-large	Blue Dean	X
President-Elect	Diane Lennox	X	At-large	Philip Lozier (virtual)	X
Past President	Bob Walker	X	At-large	Maria Manson	X
Treasurer	Jamie Claar	X	At-large	Chiara Melloni (virtual)	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 February 15, 2023

Upcoming Board Meetings

The next meeting is scheduled on April 14, 2023 at 12:30pm EST in-person.

Financial Update

Chris reported that he has been working with Duke finance to create a report that pulls all financial data from SAP system rather than having to pull from multiple systems as has been occurring. This should make reporting more streamlined. Chris provided an update on 2023 memberships with 18 memberships not renewing, 42/45 new membership slots filled, additional memberships to be added for non-renewals, and 2023 dues starting to get paid.

Membership Committee

A former board member, whose husband is now no longer employee of Duke, has requested one more year as active member. The Membership Committee approved the request.

Nominating Committee

Bob reported that the committee is still identifying candidates to fill the open positions of President Elect, Secretary, and two At-large seats and requested Board members provide recommendations.

Executive Director Report

Chris reported the following:

- 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.
- Landscape mulching...occurring soon with normal landscape contractor...cheaper than TROSA
- Pickleball path...timber installed...weed barrier and material to be spread 3/6

- Main pool inspections scheduled for early May
- Swim team registration ongoing...100 registered already
- Assistant Facilities/Pool Manager hired starting 5/1/23
- Pool shade structure...permits being pulled now, likely May install
- Pool slide...safe but rusting...~\$50k..would need to order today to install before summer...hold off till after summer and explore other options/prioritize other projects
- Camp registration is underway and about 60% enrolled
- Snack bar manager has been hired who was a former fitness instructor at DFC

The Board meeting adjourned at 1:48 pm EST after which the Board met for a brief executive session.

Minutes prepared by: Billy Heim, Secretary