

Recreation

DFC

for the **Duke Community**

Summer Survival Guide 2023





Duke Faculty Club History & Governance

The Faculty Club of Duke University (aka “Duke Faculty Club” or “DFC”) is a non-stock corporation chartered by the State of North Carolina in 1933. Its origins date to the formation of the Faculty Club of Trinity College in 1918. The club had fifteen charter members, and history professor William K. Boyd served as the organization's first president.

The purpose of the club was to foster good fellowship among members; to contribute to their social life; and to promote discussion of scholarly matters as well as matters of general interest. In 1932, the Faculty Club proposed a plan for a university medical guild, which generated interest resulting in the creation of the present medical and hospital care plan for the faculty and staff. The organization focused on both leisure and intellectual concerns, enjoying annual picnics, Christmas parties, smokers, athletic events, as well as organizing and attending lectures concerning national and international issues. Through the years, the growth of the Duke community and the interest in more family recreational opportunities created a need for permanent club facilities. The wish came true in 1973 when the DFC moved to its current location in Duke Forest and constructed its first permanent recreation facility.

Facilities

The original DFC campus consisted of a clubhouse (admin office, snack bar, and locker rooms only), the main pool, wading pool, patio, 50 parking spots, and six lighted tennis courts. Over the years the club added additional tennis courts (six hard courts in the late 1970s; two of which were converted to basketball courts in 1999, and two more of which were converted to clay courts in 2005), a 4-lane heated lap pool (1991), fitness room, tennis lounge, picnic shelter, 70 additional parking spaces, and the John LeBar Activities Building (1999).

In 2014, the DFC completed an ambitious overhaul of the entire recreational campus. Most of the original facilities were replaced and upgraded with a completely redefined look, feel, and experience for DFC members and guests.

Board of Governors

An elected Board of Governors manages the affairs of the DFC, as designated by the Duke Faculty Club bylaws. The Board is composed of ten positions: President, President Elect, Past President, Treasurer, Secretary, four Members-At-Large, and the Executive Director (ex officio). The Board meets monthly to hear reports by DFC staff and act on matters pertaining to finances, policy, and the general health of the club. Elections for open Board seats are held every March. You can find current information on Board activities on the Board of Governors section of the club website.

Meet the DFC Staff

The DFC was primarily a summer recreation club until it hired its first year-round director in 2001. Since that time, the club has significantly increased its year-round programming opportunities, program revenue, and supporting staff. Currently, the club has 9 full-time professional staff, approximately 25 part-time year-round staff, and approximately 95 summer seasonal staff. Everyone is critical in making the DFC the premier recreation club around!



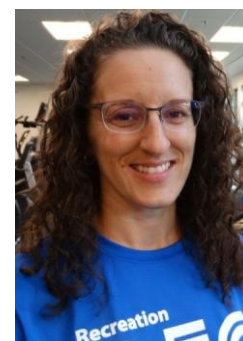
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Important Club Procedures and Policies

Club Check-In Policy

All members need to check in when visiting the club and accessing any of the DFC facilities (pool, fitness center, tennis courts, etc.). Members should download the CourtReserve app on their smart phone. Using the app, members check in by scanning their membership barcode. During peak summer hours, the check-in kiosk will be located in the outside entrance way to the club. During inclement weather, it will be inside by the admin office. The CourtReserve app is also the only form of payment used at the snack bar. Should you forget your phone or your membership number, the office staff can assist you. Beginning at age 13, children are permitted to be at the club unaccompanied by an adult.

DFC Pro Tip—take a screenshot of your CourtReserve barcode and save it to your photos on your smart phone as a backup!

Member Accounts & Billing

Each membership has its own account to which program fees are charged (snack bar, tennis lessons, group fitness classes, etc.). All fees are tracked through the admin office and invoices are emailed the first day of each month. It is best to have invoices paid by the **15th of the month**. Outstanding charges carried after this date may be subject to a late fee. Invoices can be paid by check, by online e-check and online credit card through the DFC website.

Reminder—credit card payments can also be made in person or by phone, but online is the easiest!

Parking

Members are issued new parking decals at the beginning of every membership year (April 1). Parking decals should be placed on the driver's side lower corner of the windshield. Vehicles without current decals are subject to ticketing and towing through Duke Parking. All guests and visitors must check in with the admin office to receive a temporary one-day parking pass.

Club Perk—you can park at the DFC for all home football and basketball games! Be on the lookout for our “Tame the Tigers Monday Night / Labor Day Football Tailgate”!

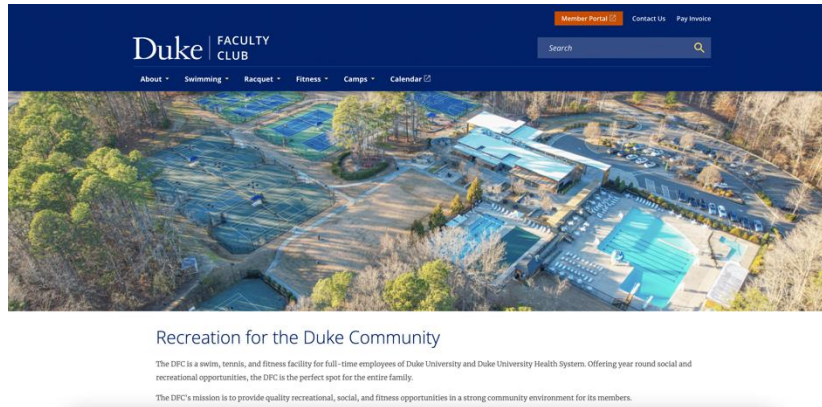
Guests

Guests are allowed at the DFC as long as they are checked in and accompanied by a member. The price is \$5.00 (children under 2 are free). Register your guests at the time you register for tennis courts and fitness classes. For lap lanes, playground, fitness center or main pool, check your guests in with the front desk office staff. Groups of 10 guests or more require prior authorization before coming to the club. Please email facultyclub@duke.edu to confirm.

Long-term guest passes are available for house guests that are staying for less than six months (e.g., grown children home for the holidays). Please email patti.allen@duke.edu to get a long-term guest on your account.

DFC Communications

The DFC uses several different methods of communication to help keep the membership informed on events, programs, and general club related news.



DFC Website – facultyclub.duke.edu

The most comprehensive source for club information is the DFC website. Here is where you will find information on all programming, club hours, registration forms, schedules, latest news, the latest newsletter, a comprehensive club calendar, and links to pictures and other fun news on the club's social media accounts.

DFC Weekly Updates

The club uses EMMA, an email marketing platform, for its weekly newsletter and other pertinent information relevant to the general membership. To be added to EMMA, please email joanna.bertram@duke.edu.

Club Listservs

Beside EMMA, other program specific listservs are used for fitness classes, adult tennis/pickleball, junior tennis, and summer swim team. Please contact the office to be added to any of the various club listservs.




DFC Social Media

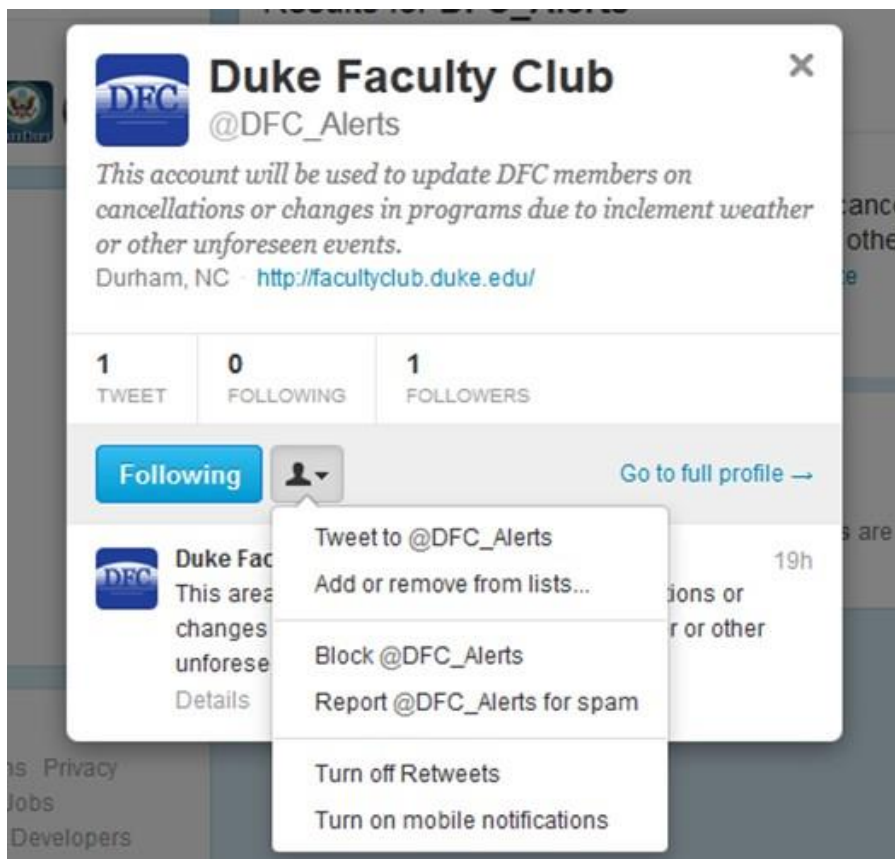
The club's Facebook and Instagram pages are the main source for club pictures and photo albums. Our social media is open and available to any member and is a great way to catch a glimpse of all the lively and great programming happening at the club. Find the links to our social media pages at the top of the club website.

DFC Communications

Inclement Weather Updates

The DFC has a Twitter account **@DFC_Alerts** where all weather-related closures and cancellations are posted (lap pool, main pool, tennis programs, etc.). The Twitter account is linked to the club website, so you can check the “DFC Alert” section on the homepage for any inclement weather updates. You can also get the messages texted directly to your mobile phone by following the instructions below:

1. Go to twitter.com and log in to your Twitter account, or create an account if you do not currently have one.
2. Search for DFC Alerts.
3. Click on the heading Duke Faculty Club.
4. Click Follow.
5. Click the silhouette button () and select Turn on Mobile Notifications.
6. If you have already entered your cell phone number on your Twitter account, then you are all set! If not, it will prompt you to enter your cell phone number and then will send a text to that phone number to verify.



Swimming Facilities

Main Pool

The main pool features low and high diving boards, a designated shallow end, and an 8 foot tall slide. A full set of pool policies are found on the club website, but a few highlights include:

- Children under 13 must have active adult supervision.
- Only US Coast Guard approved flotation devices may be used.
- Children not reliably potty trained must wear swim diapers under their suits at all times. **Swim Diapers are available for purchase at the Snack Bar for \$5.00.**
- Food and drinks are allowed on the pool decks but cannot be brought into the water or to the pool's edge. No glass containers of any kind are allowed on the pool decks.

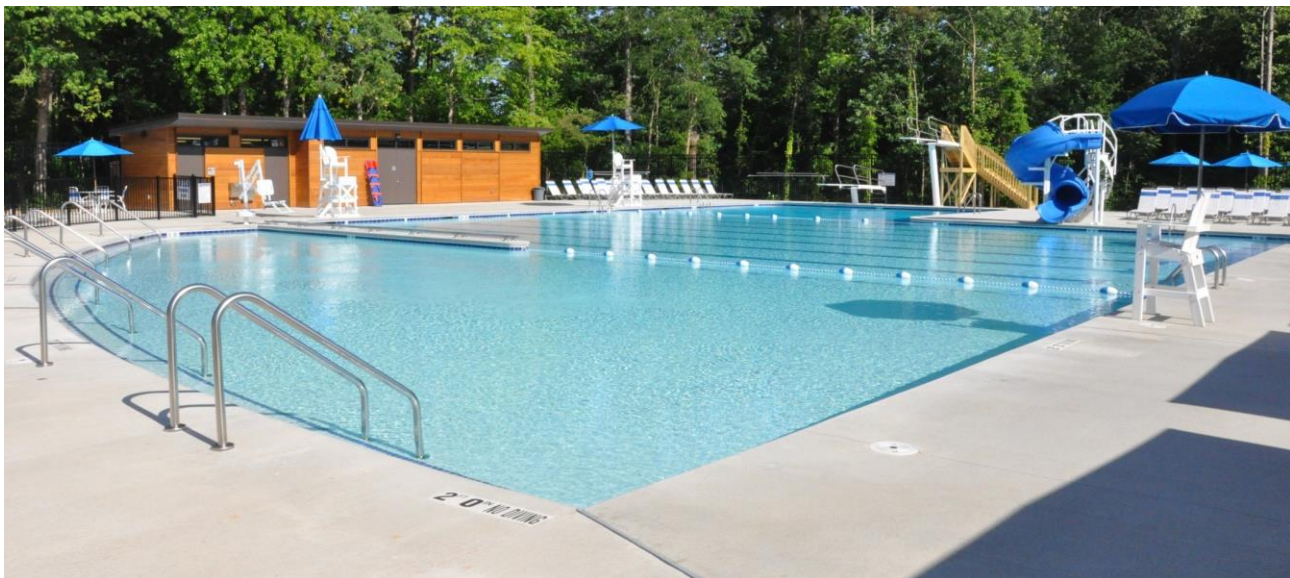
All pools will close immediately in the case of thunder or lightning. Pools will reopen 30 minutes after the last occurrence of thunder or lightning, or at the discretion of DFC management staff.

Wading Pool

The wading pool, located adjacent to the main pool, is for infants and children under the age of six. There is no lifeguard attending the wading pool, and children must always be accompanied by a supervising adult.

Lap Pools

The DFC features two 25 yard three lane lap pools. One pool is open year-round and is heated to 80 degrees in the spring and fall. The other pool is unheated and is open from April to October. There is no lifeguard attending the lap pools, and all users must be 18 years of age or older to enter this pool area. To reserve a lane, use the club's online reservation system CourtReserve. Please review the swimming section of the website for more information.



Swimming Programs

Swim Lessons

During June, July, and August, the DFC offers both private and group swim lessons. Group lessons offer a small swimmer to instructor ratio and gear instruction specifically for each swimmer based on his or her skill set. Lessons are offered in the morning prior to the pool opening as well as in the early evening. Registration forms for group swim lessons are on the club's website in May.

Private swim lesson registration will be available beginning on **May 25**. Private swim lessons can be scheduled through facultyclub@duke.edu. All lessons will be scheduled between the instructor and the member.



Summer Swim Team

The Aqua Devils Swim Team has grown exponentially through the years, with a regular sign-up of over 200 swimmers. The team competes against other clubs in the Durham Summer Swim League, and strives to instill sportsmanship, team spirit, and inclusive participation for all swimmers.

The swim team season begins in May with after-school practices. Once Durham public school has ended, practices move to weekday mornings. Meets generally begin in early June and then the season concludes by early July.

Please refer to our website for more Aqua Devils details including meet schedule, parent handbook and more!



Racquet Facilities and Programs

Courts and Reservations

The DFC has 6 lighted clay courts, 3 lighted hard courts, and 4 lighted pickleball courts. In addition, there is a hitting wall (coming soon!), free ball machine access, and a pro shop offering tennis balls, grips and accessories, stringing services, and access to demo rackets. To reserve an available court, use the club's online reservation system CourtReserve. Please review the tennis section of the website or contact andrea.acker@duke.edu for more information.

Lessons and Clinics

A private tennis lesson is a one-on-one or small group customizable session that allows players of all ages and skill levels to focus their specialized tennis needs. Whether you are picking up a racket for the first time, strengthening your individualized strokes, working on game strategies, or preparing for competitive league play, the DFC tennis staff are ready to help you meet your goals. Rates for the different lesson options can be found under the tennis section on the club website.

Adult & Junior group clinics are another great way to improve your game and meet other tennis enthusiasts. There are clinics for all skill levels and interests, and the tennis staff can assist you with selecting which one best fits your needs. The clinics run on a monthly schedule.

Please check the CourtReserve calendar for a current schedule.

Pro Shop

The pro shop, located in the admin office area, offers a variety of tennis related equipment such as balls, grips, strings, and rackets. Restringing and racket repair are also available.





Racquet Court Policies

The Duke Faculty Club is dedicated to protecting the health and safety of all of its patrons. In that spirit, the following rules and court etiquette apply to our racquet facilities:

Court Rules and Etiquette

- All courts are reserved through the DFC online reservation system, or by calling the DFC office. Reservations take precedence over walk-ons.
- Courts can be reserved for up to two hours.
- All courts are for tennis or pickleball only. Bicycles, skateboards, soccer balls, lacrosse, rollerblades, and pets are not permitted on the courts.
- Tennis shoes with non-marking soles are required at all times.
- Unsportsmanlike conduct and profanity will not be tolerated.
- Properly dispose of all trash before you leave the court.
- Used tennis balls can be recycled at the DFC office.
- Kindly sweep and line your court after play (clay courts).
- Access your reserved court through the nearest gate. If you must cross a court, please wait until there is a break in play and ask if you can enter.
- While waiting for the pickleball courts, please stand outside the fence area; do not stand in the area between the pickleball courts and tennis court #9. Hang gear on the fence outside the courts; do not place on the benches.
- If tennis players are on Court #9 using the ball machine or playing a match, please be considerate and do not cross through the court.
- If a pickleball rolls onto a tennis court but is not a hazard, DO NOT follow it onto the tennis court. Wait until there is a break in their play and say “Ball Please.”
- If a tennis ball rolls onto your court, return it after tennis play has stopped.

Ball Machine Rules

The DFC has two ball machines available to members at no cost. The following guidelines apply for ball machine access:

- You must be 16 years old or supervised by an adult approved to use the ball machine. (An adult is defined as someone over 18 years of age or older).
- There is no charge to reserve the ball machine.
- The ball machine can be reserved for a maximum period of one hour.
- The ball machine must be put away and returned to the shed by the end of the scheduled time; all the tennis balls should be picked up; key should be returned to the office.
- Ball machine use takes precedence over social play if there are other courts available.
- Please do not take balls from the shed to use on other courts.

Fitness Facilities and Programs

The DFC features a full-service fitness center complete with cardio equipment, strength training machines, free weights, stretching areas, and more. Some important policies about the fitness center include:

Age of Access: Members ages 16 and older may access the fitness center on their own. Members ages 10-15 may access the fitness center with a supervising adult. No one under the age of 10 is allowed in the fitness center at any time.

Appropriate Attire: Members must be dressed in appropriate workout attire to access the fitness center. Athletic shoes must be worn at all times. Bare feet, flip flops, work boots, and wet bathing suits are not permitted.

Cell Phones: Cell phone conversations are not permitted in the fitness center. If you must take a call, please step outside into the hallway.

Equipment Usage: Please limit time on the cardio equipment to 30 minutes if others are waiting. Please re-rack all free weights after use and return mats, medicine balls, and other equipment to their holders. Sanitizing spray bottles are provided and machines should be wiped down after every use.

Personal Training

There are many ways a personal trainer can enhance your exercise program. A personal trainer can help improve your motivation, your workout efficiency, and match a program to your specific fitness needs and goals. The DFC has several trainers on staff to accommodate your schedule and fitness goals. Please contact lisa.hinkle@duke.edu to schedule a personal training session.



Group Fitness Classes

The DFC offers a wide variety of weekly group fitness classes. Popular classes include TRX, Pilates, Strength & Circuit Training, water aerobics, multiple Yoga classes, and more.

Classes generally run on a two-month schedule. Information about class rates, schedules can be found on the fitness section of the club website and registration is available on CourtReserve!

Playground and Game Room

Playground Policies

The DFC playground is a hotspot for fun and play all year long. The playground features designated areas for 2-5 year olds and 6-12 year olds, including slides, climbing elements, platforms, and independent play structures. We ask that members follow these policies when using the playground area:

Children should be supervised at all times. Any member age 12 or younger must be directly supervised by a parent or guardian when using any of the club facilities.

The playground is for members and their guests only. Please check in all guests at the kiosk when entering the club.

Game Room Policies

The DFC game room is a popular spot for children of all ages. Gaming tables include air hockey, foosball, basketball hotshot, arcade consoles, and table tennis. Important reminders about the game room:

Wet clothing is not allowed. Please dry off before entering the game room. Food and drink are allowed, but please do not place anything on the game tables. Please be sure to clean up after yourself and quickly wipe up any spills.

The game room is located between the administrative area and the flex room. Please be respectful of volume levels as to not disturb others close by.



Summer Camps

During the summertime, the DFC camps are the place to be!

KinderCamp

KinderCamp is the DFC summer camp experience exclusively programmed for rising Kindergarteners. This full day camp is a great introduction to the fun and excitement that summer camp provides. With age-appropriate activities and resources, KinderCamp offers a safe, welcoming, and fun community for DFC's youngest campers.

Summer Camp

The DFC Summer Camp is a fun recreational adventure for rising 1st through 7th grade children. Games, crafts, field trips, swimming, and more will vary week to week based on the different camp themes.

Leader in Training Camp

Leader-in-Training (LIT) Camp is geared toward providing 13 to 15 year olds with the opportunity to develop the skills and knowledge to be more confident in a variety of leadership settings. Campers will be introduced to a core set of skills including effective communication, conflict resolution, project management and implementation, and collaboration with their peers.

Tennis Camp

Tennis Camp is dedicated to improving the fundamental tennis skills, match play, and conditioning of beginner to intermediate players ages 6 to 14. By creating a positive and fun learning environment, this camp empowers young players with the appreciation and skill to continue tennis as a lifetime activity.



Social Programs

The DFC offers numerous adult, family, and youth programs throughout the year. Some of our more popular programs include:

- **School Holiday Mini Camps**
- **Date Night Series**
- **Spring Egg Hunt**
- **May Fiesta**
- **Seasonal Tennis Socials**
- **Family Game Night**
- **Memorial Day Celebration**
- **Snack Bar Specialty Nights**
- **Parties on the Patio**
- **July 4th Celebration**
- **Football Tailgate**
- **Oktoberfest**
- **Family Campout**
- **Outdoor Movies**
- **Trunk or Treat**
- **Turkey Trot**
- **Holiday Drop 'N Shop**
- **Cookie Exchange**

Check out CourtReserve and the Club Calendar for the most current schedule as well as additional details on registrations, RSVPs, and other details pertinent to each event.



Large Groups and Facility Rentals

Large Groups

The DFC is a great place to host birthday parties and small events; however, there are a few policies to follow regarding large groups. If you would like to bring a large number of guests (10 or more) with you to the club, please contact the DFC office at least one week prior to the event to be sure we can accommodate the request.

Activities Building

The top floor of the Activities Building has a large multipurpose room, catering kitchen, and wrap-around deck which may be rented for meetings, receptions, parties, and other member functions. The capacity is 75 people, and table and chairs are available upon request. For more detailed information, please call the DFC office.

Picnic Shelter / Knoll

The picnic shelter and picnic knoll feature picnic tables and gas grills to host outdoor parties and events. The shelter can hold up to 75 people, and the knoll can hold up to 40. These spaces are first-come first-served, but can also be reserved (with 48 hours notice) through the DFC office.

All other patio tables and outdoor areas cannot be reserved and are on a first-come first-serve basis.





Frequently Asked Questions

Is there wireless internet at the DFC?

Yes, the Duke University wireless network can be accessed throughout the clubhouse building, fitness center, patios, and pools. No password needed.

Are dogs allowed at the club?

Yes, you are allowed to bring pets with you to the club, but they must be well behaved and remain leashed at all times. Pets are not allowed inside buildings or within the confines of the pools, tennis courts, basketball court, or playground. Owners must always clean up after their pets.

Is there a lost and found for items left at the club?

Yes, the lost and found is located in the Game Room. Bins are labeled Monday – Sunday, please check the corresponding bin for your items. Any dry items that are left at the club will be placed in the lost and found bins. Small items such as glasses, wallets and jewelry will be kept in the office in the Valuables Box. The lost and found will be cleared bi-weekly, so please be sure to look for your items in a timely manner.

I have a guest staying with me, are they allowed to access the club?

For guests that are living with a member for an extended amount of time, the DFC offers a long-term guest pass. The pass allows the guest full access to the club without the member being present. Please call the office for more details.

Can I bring a non-member friend to a fitness class or tennis clinic?

Yes, you are welcome to bring a non-member to participate with you to a fitness class or tennis clinic. Please register your guest when registering for the class / clinic. You should check in to the club and then you and your guest head to your respective program. The \$5 fee for the non-member will then be charged to your membership account.

Does my babysitter have to pay a guest fee when bringing my children to the club?

Memberships can be assigned a “Child Care Provider” member number so that an adult (16 years or older) child care provider can bring members’ children to the DFC in lieu of parents. If the children’s parents are at the club, as well, then regular guest fees apply for all non-DFC members, including babysitters.

Please let the office know if you would like to have a “Child Care Provider” number added to your membership account.

Can I store my child’s birthday cake in the Club freezer?

It is up to the member to store event items. We do not have capacity to store any event items.



Frequently Asked Questions

Whoops, I have forgotten my smart phone. What do I do?

If you have forgotten your smart phone, you can check in by typing in your membership number on the check-in screen touch screen. If you then would like to use the snack bar during your visit, you give the snack bar staff your name and membership number.

Does the DFC allow us to bring in our own food and beverages?

Yes, you are welcome to bring food and drinks to the club for you and your family as well as have food delivered to the club. Packing a cooler and meeting up with friends and family is a popular summer outing at the DFC. Feel free to take advantage of the gas grills, too. They are available to all members on a first-come first-serve basis (unless reserved for a party).

Members are also allowed to bring alcohol for personal use (no kegs or cases), but please remember to drink responsibly.

Is the snack bar open outside of the summer months?

Outside of June, July, and August, members can purchase drinks (water, Gatorade, and soda) directly from the admin office. The full snack bar menu, including food and frozen treats, is only available during the summer months (Mother's Day Weekend – Labor Day Weekend).

How do I learn more about seasonal job opportunities at the DFC?

The DFC is a great place to play and a great place to work! Many of the club's summer employees are children that grew up here attending camps and swimming in the pools, and they love that they can now create those same great experiences for the next generation of DFC kids.

The club will post summer employment applications on the website in February, begin interviewing in March, and generally have all hires in place by early April. Please check the employment section of the website for current information on the various open positions and application details.

These are but a few of the most common questions asked by new members at the DFC. If you'd like further details, have questions that were not covered in the guidebook, or just want to provide feedback on how things are going, please don't hesitate to call , email, or swing by the office.

We would love to hear from you!