

Nor-Gwyn Pool Commission

Meeting Minutes

2/19/24

I. Call to order

Ginny Oldt called to order the regular meeting of the Nor-Gwyn Pool Commission (“NGPC”) at 7:33 PM on 2/19/24. The meeting was held via Zoom.

II. Present

Commission members attending were Andy Dziedzic, Frank Gillan, Ginny Oldt, Dana Simmons and Harry Singer. A quorum of the NGPC was present. Also present was pool manager Beth McConnell.

Ginny introduced the attendees to Dana since this was her first meeting subsequent to her appointment to the NGPC by Upper Gwynedd Township. Dana introduced herself and stated that she had recently moved to Upper Gwynedd and that she and her family had previously joined the pool. She provided an overview of her experiences as a guard and staff member of other community pools. She stated that she was looking forward to working with the NGPC.

III. Minutes

The minutes to the November NGPC meeting was distributed prior to the meeting. Ginny made a motion to approve the minutes, which was seconded by Frank and the motion passed.

IV. Financial Statements

The pool’s financial statements for December 2023 and January 2024 were distributed prior to the meeting. After a brief discussion of the financial statements Frank made a motion to approve the financial statements, which was seconded by Andy and the motion passed.

V. Old/New Business

Ginny asked Beth to provide an update on pool operations and her activities, which at this time of the year centered on staffing, training and staff certifications for the upcoming season. Beth stated that she was hopeful that most assistant managers and supervisors were returning for this coming year. She provided an update on the scheduling of re-certifications for the staff and commented that it would likely occur via online since in-person training schedules did not fit into peoples’ schedules. Beth also stated that she and Gabby were working on registration training for themselves.

Beth then stated that a pool member, who had registered as a pool member for the 2023 season, had medical issues that prevented her from attending the pool last season. Discussion ensued as to when, how and if this pool member had contacted the pool asking for a refund and that the pool had not responded to the pool member’s request for a refund. After some discussion it was agreed by the attendees that the pool would provide this pool member with a 2024 membership without additional cost.

Beth requested a copy of the final 2024 registration documents whereby Harry stated that the final documents were available on the pool's web site. Andy then downloaded and emailed the documents to the attendees. Harry stated that he would print and deliver copies to the North Wales Boro Hall and the Upper Gwynedd Township building.

Ginny updated the group that earlier this month she and Frank had met with Wells Fargo Bank staff to revise the list of authorized signers to the pool's Wells Fargo bank account to remove Missy and to add Frank. Although this was accomplished we learned that the wording of the resolution contained in the November meeting's minutes was not sufficiently clear for the bank to allow Frank to have the same access to the pool's account as Ginny and Harry. The bank's representative suggested wording to clarify this, which was then discussed. Ginny recommended for there to be equal access to the pool's Wells Fargo bank account by Harry, Frank and herself.

The following resolution was moved by Harry, seconded by Ginny, and was passed.

We, the Nor-Gwyn Pool Commission, hereby resolve on February 19, 2024, to add Francis L. Gillan III as a key executive with control of the entity and authorized signatory on the Nor-Gwyn Pool Commission accounts at Wells Fargo Bank effective February 19, 2024. With this change the individuals as key executives with control of the entity and authorized signatories on the Nor-Gwyn Pool Commission accounts at Wells Fargo Bank effective February 19, 2024, will be: Virginia Oldt, Harry Singer and Francis L. Gillan III.

The bank's representative also stated that Ginny, Harry and Frank would need to come back to the Wells Fargo bank to address the above change.

Ginny then continued her update and stated that eSoft Planner's Software company, which is the pool's web software used to manage membership payments and record keeping, had recommended that the pool change credit card processing from PaySafe to Transaction Resources Inc. ("TRI"). She explained that eSoft would handle this change and that the change would be effective next week. Ginny stated the pool only accepts credit card payments using the pool's website in conjunction with eSoft's software. The pool does not accept credit card payments at the pool's facility and the pool has no point-of-sale credit card processing equipment.

Ginny then reviewed copies of the existing Nor-Gwyn Pool By-Laws as amended along with a working draft of the by-laws, which contained proposed changes and comments for discussion. Ginny pointed out section 113 of the existing By-Laws states "All amendments must be proposed at one meeting and approved the next general meeting with not less than twenty eight (28) days between proposal and approval by the majority present."

Discussion on the By-Laws focused mainly on section 115 "Reserve Clause" as amended in 2010. Frank noted that necessary maintenance might arise that may require the use of the Reserve and that there were no provisions in the Reserve Clause as to the use of the Reserve short of amending the Reserve Clause in the By-Laws. Ginny stated that she might discuss this with Upper Gwynedd Township Finance Director Nathan Crittendon.

Motion to adjourn was made at 8:48PM by Ginny which was seconded by Harry. Motion passed.