

Schedule of Standard Motions – 2018

Approved by the Board of Directors 2/11/2018

Motion No. 1 - Dues Mailing Content and Deadlines

Moved that:

For the calendar year 2018:

1. The annual dues mailing will be sent to members and associates on or before February 20, 2018. Email will be the primary method for delivering the 2018 dues notices.
2. The deadline for dues payments will be Tuesday, March 13, 2018.
3. The Membership Chair and Membership Secretary will make reasonable and diligent efforts to contact members who have not paid their annual dues by the deadline.
4. The Fee Schedule sets forth Late Fees that will apply to annual dues paid after 11:59pm on March 13, 2018. Members and associates will be directed to include the late fee if their payments are delinquent.. Member will not be granted access to the pool or tennis courts until all late fees have been paid.
5. Notice of termination of membership or associate status will be sent by registered mail to members who have not paid their annual dues in full plus all appropriate late fees by March 27, 2018. Such termination will become effective as of 5:00pm Eastern Standard Time on April 18, 2018 if dues and membership reinstatement fees are not received before that time.
6. The Membership Chair shall have the power, upon his or her discretion, to waive late fees for members or associates who are out of town, who are sick, or who present evidence of other legitimate hardships provided the member has made such request of the Membership Chair prior to the March 13, 2018 deadline. The Membership Chair shall have the sole discretion to extend the termination date of any delinquent member who has presented a reasonable explanation for such delinquency. The Membership Chair and the President will have the authority to make installment payment arrangements with any member who makes such request based upon financial hardship; in such cases final installments should be received before June 30, 2018.
7. The club will require members to pay annual dues through an online payment system or to make alternate arrangements as detailed in the dues notice. The Membership Secretary will send one or more notices to members providing details for online payment.

8. Information for the upcoming season, including schedule of activities, roster of current Board members, and updated Rules and Regulations will be posted on the Little Falls Swimming Club website no later than 5 days after the dues notice are sent.

Motion No. 2 - Handyman Fees

Moved that:

For the calendar year 2018:

- 1) The Handyman Fee set forth in the Fee Schedule will be billed to all Active and Associate members, regardless of age. Senior Limited Season Pass holders (SLUP) are exempt from the Handyman Fee. Members who provide at least three (3) hours work on one of the two Handyman Days, or other services deemed equivalent by the Board, shall have their choice of (a) reimbursement of the Handyman fee, or (b) \$75 worth of guest passes. The club may also offer SSL credit to interested volunteers in lieu of reimbursement of the Handyman Fee and guest passes. Non-members may volunteer and receive SSL hours if desired.

Motion No. 3 – Guest Policies

Moved that:

For the calendar year 2018:

- 1) Daily Guests – Members may bring Daily Guests to the club subject to the Rules and Regulations. The Daily Guest Fees are set forth in the Fee Schedule. No Guest Fee will apply to guests 3 years old or younger. As specified in the Rules & Regulations, a "visit" shall extend from the time the guest is registered by the host member until the Pool closes that day. Daily Guest Passes may be purchased online or at the front desk.
- 2) House Guests – The club will offer members House Guest passes subject to the Rules and Regulations. The House Guest Fees are set forth in the Fee Schedule.
- 3) Senior Limited Use Pass (SLUP) – This Program is no longer available as a choice and is only available to those who initially registered to participate in the program the years it was offered. Subject to the rules and restriction in paragraph 5 below, the Board approves a special Senior Limited Use Guest Pass available to members who are 60 years of age or older, choose inactive status, and, purchased the Senior Limited Use Guest Pass in the immediately preceding year. The annual cost to participate in this program is the Senior Limited Use Guest Pass Fee plus payment of the applicable Inactive Member Dues in each case as set forth in the Fee Schedule. For clarification no Handyman fee will be charged.
- 4) Senior Emeritus Pass (SEP) - Subject to the rules and restriction in paragraph 5 below, the Board approves a special Senior Emeritus Pass available to members of the club who are 55 years of age or older, resigned from the club on or after January 1, 2013, and, purchased the Senior Emeritus Pass in the year of their actual resignation and each subsequent year. The annual cost to participate in this program is the Senior Emeritus Pass Fee as set forth in the Fee Schedule. For clarification no Handyman fee will be charged.
- 5) The following rules and restrictions apply to the Senior Limited Use Passes and Senior Emeritus Passes:
 - i. Eligibility is subject to the same household and residence restrictions as apply to other members.
 - ii. Participants may take part in early-bird swim, morning aerobics classes and specials events without restriction and taking part in such events will not count as a guest pass redemption.
 - iii. A SEP member is allowed 20 visits per season.
 - iv. A SEP Member can purchase up to 10 guest passes per season which do not convey to the following year.
 - a. The guest passes can be used by the member, co-residing family member or guest.
 - b. A single guest pass can be used on a weekday or a weekend
 - v. A SEP Member can participate in early bird swim at no extra cost
 - vi. Participants need not be accompanied by an active or associate member, and may bring his or her own guests to the pool by purchasing a regular guest pass.

- 6) End of Summer Guest Passes - The Board approves issuing an End of Season Guest Pass to no more than 100 families on the current club application waiting list. Offers will begin at the top of the waiting list and proceed down the list until the desired number of End of Summer Guest Passes has been purchased. The End of Season Guest Pass is valid for usage of the pool only from Saturday, July 28 through and including Closing Day, Sunday September 9. The End of Season Guest Pass Fee is set forth in the Fee Schedule. To support the local neighborhood school fundraising efforts, the board may provide (free of charge) up to four additional End of Season Guest Passes to the Westbrook Elementary School PTA or Friends of Westbrook Elementary School for maintaining community relations and use of its parking lot and facilities.
- 7) Guest fees for guests of current Board members and their families are waived. Board members receive free admission to all adult socials. For clarification, Board member spouses and partners do not receive free admission to social events where an admission fee applies.
- 8) Special End of Summer Swim Team Privileges – Children of families on the waiting list who are offered and pay for End of Summer Guest Passes may participate on the club's swim and dive teams. All fees specific to the teams will need to be paid in addition to the purchase and payment for the End of Summer Guest Passes; these fees will not be waived and are not refundable if the child chooses not to participate after the fee has been paid. In order to participate, such End of Summer Guests must recognize and respect that access to the pool before July 28, 2018 is limited to sanctioned swim and dive team events including practice, meets, pep rallies and team events. Team privileges may be suspended or revoked by the Membership Chair if a participating family member abuses these special team access privileges and the End of Summer Guest privileges may be revoked for repetitive abuses. The Swim and Dive Liaison, Swim and Dive Reps and coaches will determine which events and meets are available to End of Season Guests.
- 9) Extended Season Guest Pass -- For the 2018 Season and to help ongoing evaluation of LFSC facilities utilization, the Board approves issuing an Extended Season Guest Pass to no more than 50 families on the current club application waiting list. In addition this will be offered to the few confronting and adjoining houses that are not current members. Offers will begin at the top of the waiting list and proceed down the list until the desired number of Extended Season Guest Passes has been purchased. Accepting an offer of an Extended Season Guest Pass is NOT an offer of Membership and does NOT carry year-over-year.

Motion No. 4 - Inactive Fees

For the calendar year 2018:

- 1) The club will grant inactive status to members who demonstrate a good reason for electing such status. The Inactive Fee is set forth in the Fee Schedule.

Motion No. 5 - Pool Operating Dates and Hours

Moved that:

For the calendar year 2018:

- 1) The Pool will open for the season on Saturday, May 26, 2018. Hours that it will be open for members use are as follows:

- a. From opening day through Thursday, June 14

Monday - Thursday	1:00 pm to 8:30 pm
Friday	1:00 pm to 9:00 pm
Saturday	11:00 am to 9:00 pm
Sunday	12:00 pm (noon) to 8:30 pm

- b. From Friday, June 15 through Sunday, September 2

Monday - Saturday	11:00 am to 9:00 pm
Sunday	12:00 pm (noon) to 9:00 pm

- c. From Monday, September 3 through Closing Day

Monday - Thursday	1:00 pm to 8:30 pm
Friday	1:00 pm to 9:00 pm
Saturday	11:00 am to 9:00 pm
Sunday	12:00 pm (noon) to 8:30 pm

- 2) The pool will close at 6:00 pm on Wednesday, July 4, 2018.
- 3) The pool will be open at the dates and times below for Early Bird Swim. Early Bird Swim is for lap swimming only and only those aged 16 and older will be admitted. No Daily Guests will be admitted during Early Bird Swim.

Dates	Hours	Days of the week
Monday June 18 - Friday July 27	6:30am - 8:00am	Monday - Friday only
Monday July 30 - Friday August 31	6:30am - 8:30am	Monday - Friday only

- 4) The pool will be open from 11:00 am until 8:30 pm on Monday, September 3, 2018.
- 5) The Pool will close for the season at 5:00 pm on Sunday, September 9, 2018.
- 6) Special pool opening and closing times (for swim meets, adult parties, etc.) will be communicated to members through the list-serv, club website and bulletin board postings.

Motion No. 6 - Handyman Days

Moved that:

For the calendar year 2018:

- 1) Handyman Days will be scheduled from 9 a.m. to 2 p.m. on
 - a. May 12, 2018
 - b. May 20, 2018

In case of inclement weather the make-up dates will be from 9 a.m. to 2 p.m. on date TBD.

Member who wish to have their children under the age of 16 participate in the handyman days must have those children be accompanied and supervised by an adult.

Motion No. 7 - Tentative Schedule for Adult Parties

Moved that:

For the calendar year 2018:

- 1) The Board tentatively schedules night-time adult parties for the following dates:
 - a. Friday, May 25, 2018,
 - b. Saturday, June 16, 2018, and
 - c. Saturday, July 7, 2018.

- 2) The pool may be closed early at the pool manager's discretion to accommodate the Adult Parties. In such instances, notice will be provided at least 48 hours in advance via the list-serv, club website and bulletin board.

Motion No. 8 - Board Meeting Schedule

For the calendar year 2018:

Moved that:

- 1) The Board will meet on the second Wednesday of each month, at 7:30 p.m, with the exception of August when there will be no scheduled board meeting. The June and July meetings will be held at the Pool, weather permitting. Members are invited to attend all meetings; there will be a special effort to invite members to attend the June meeting. The June and July meetings will be moved to the 2nd Thursday of the month due to swim team events.

Meeting Dates		
Date	Host	Address
January 28, 2018	Annual Meeting	Westbrook E.S.
February 10, 2018	Claire Slabaugh	4807 Newport Avenue
March 14, 2018	Brian Herberger	5011 Malden Drive
April 11, 2018	Cynthia Morton	4609 Overbrook Road
May 9, 2018	Geoff Egnal	
June 14, 2018	Kristin McNavage	Pool
July 12, 2018	Cathy Stocker	Pool
September 12, 2018	Joe Matal	5109 Westridge Road
October 10, 2018	Mike Adlin	4600 Dalton Road
November 14, 2018	Tony Higgins	5015 Malden Road
December 12, 2018	John Crupi	4806 Westway Drive

Motion No. 9 - Swim & Dive Team Reps

Moved that:

For the calendar year 2018:

- 1) The Board appoints the following individuals as Little Falls Swimming Club's representatives to the Montgomery County Swim League:
 - a. Claire Slabaugh
 - b. Maureen Kramer

- 2) The Board appoints the following individuals as Little Falls Swimming Club's representatives to the Montgomery County Dive League:
 - a. Maren Matal
 - b. Amy Cropp

Motion No. 10 - Returned Check Charge

Moved that:

For the calendar year 2018:

- 1) The Club shall assess a Returned Check Fee as set forth in the Fee Schedule on any member or other payer whose check is returned by the payer's bank for insufficient funds, stop payment, or any other reason.

Motion No. 11 – Retention of Professional Services

Moved that:

For the calendar year 2018:

The Club has hired Linda Karson to assist the Treasurer with implementing and overseeing the Club's annual finances.

Linda Karson shall be reimbursed for her services at a rate of \$40 per hour.

Motion No. 12 – Application Fee

Moved that:

For the calendar year 2018:

- 1) The Application Fee is set forth in the Fee Schedule must be paid at the time of a candidate's application for membership.
- 2) The application fee is one-time, non-refundable fee paid to the club to process the application, maintain the candidate's status on the club's waiting list, and provide periodic updates to the candidate about waiting list status.
- 3) The Membership Chair will provide all applicants on the waiting list with an annual status update, as soon as practical, following the admission of new members.

Motion No. 13 – Officer and Committee Chairs

Moved that:

For the calendar year 2018:

1) The club's officers are:

Officers	
President	Brian Herberger
Vice President	John Crupi
Secretary	Kristin McNavage
Treasurer	Steve Volkers
Assistant Treasurer	Geoff Egnal

2) The club's committee chairs are:

Committee	Chair	Co-Chair
Operations	Mike Adlin	
Membership	Claire Slabaugh	John Crupi
Communications	Cathy Stocker	
Buildings and Grounds/Tennis	Tony Higgins	Joe Matal
Social	Cynthia Morton	
Community Liaison	Claire Slabaugh	
Master Planning	Cathy Stocker	
Administrators		
Bookkeeper & Website Admin.	Linda Karson	
Bethesda Aquatics	Chuck Montrie	
Bethesda Aquatics	Teri Tomlin	

Motion No. 14 – Fee Schedule

Moved that:

For the calendar year 2018:

1) The following Fee Schedule will apply:

Late Fees

Postmark or electronic date:

on/after March 13 and before/on March
27, 2018

\$100

on/after March 28, and on/before April 18,
2018

\$250

on/after April 19, 2018

Membership revoked

Initiation Fee (when offered full membership) \$150

Online Convenience Fee (per transaction) na

Handyman Fee \$75

Daily Guest Fee \$5

Summer House Guest (caregiver, nanny, exchange student,
etc.) (full season) \$135

Senior Limited Use Pass (SLUP) \$300

Senior Emeritus Pass Legacy (status before 10/2015) \$165

Senior Emeritus Pass \$300

End of Summer Guest Pass \$225

Full Season Guest Pass \$925

Inactive Member Dues \$175

Returned Check Fee \$25

Application Fee \$60

Motion No. 15 – Share Price

Moved that:

For the calendar year 2018:

The share price for a new member to purchase a membership interest in the club will remain at \$3,000.