



2020 General Membership Meeting

Wednesday, February 19, 2020

7:30 p.m. • Greenbriar East Elementary School Library

(If FCPS is closed, the meeting will be rescheduled for Wednesday, February 26, 2020.)

Welcome

We would like to take this opportunity to welcome you to the 2020 pool season. As we always do, we will kick off the season with our General Membership Meeting, to be held on February 19, 2020, at 7:30 p.m. in the Greenbriar East Elementary School Library. The Library is reserved on February 26, 2020 if FCPS happens to be closed on the 19th.

All pool members are welcome and are highly encouraged to attend. Members are invited to run for the open Pool Board positions, elect new Board Members, and/or join in the discussions. Anyone wishing to raise a specific topic before the Board is welcome to do so. Each speaker will be given up to five minutes.

The Board is excited to announce a new check-in and member management system, Member Splash, being implemented for the 2020 season. Please join us at the Membership Meeting later this month to see a demo. New this year: Online service fees will no longer be passed along to members; paying by check or online will now cost the same! We strongly encourage you to use a credit card if possible.

If you are interested in running for one of the open positions on the Pool Board, please send an email to board@greenbriar.org and include a short bio about yourself (approximately 100 words). The deadline to have your name appear on the ballot is February 7, 2020. Nominations may also be made from the floor at the Membership Meeting.

Agenda

- Call to Order
- Opening Remarks
- Approval of 2019 Membership Meeting Minutes*
- Financial Report*
- Director Reports
- New Business
- Election of New Board Members
- Member Splash Demo
- Meeting Adjourned

* The 2019 General Membership Meeting Minutes and the 2020 Pool Season Budget are located at the end of this newsletter.

2020 Maintenance Fee payments will NOT be accepted before February 19, 2020. Please see pages 2-4 of this newsletter for more information about our new payment system. Thank you.



Member Splash New Membership Management System

The Board is excited to announce that we are launching a new membership management system for the 2020 season! Here is a brief overview of what you can expect with the new system:

- A member login page will be added to the website and each membership family will create their own online Member Splash account. All contact information and payments will be handled through Member Splash.
- Members will be able to edit their own contact info.
- Members will be able to pay their Maintenance Fee through Member Splash using either a credit card or a check (you'll print an invoice and mail that along with your check to the pool).
- Members will be able to purchase extra guest passes and long term guest passes through their Member Splash account. 5 free guest passes are still included each season.
- Check in at the pool will be done using your membership number or last name, the same as before.
- Guest passes will be managed through Member Splash - no more paper punch cards!

As part of the pre-launch process, we have worked hard to clean our records and import all of your existing account data into the new system. After the February Membership Meeting, you will receive an email with instructions about how to login to your new Member Splash account. Additional information will also be posted on our website and shared on our social media pages.

Early Bird Incentive: Log into your account and pay your 2020 Maintenance Fee between February 19, 2020 and April 1, 2020 and we'll add five (5) EXTRA guest passes to your account at no charge. That's a total of 10 free guest passes for the 2020 season!

Please join us at the Annual Membership Meeting to see a demo of the new system!

With the new system, all payments will be handled through your Member Splash account. Checks mailed to the pool must be accompanied by a printed Member Splash invoice. **Please do not bring your check to the Membership Meeting or drop it in the pool mailbox.** Checks received without a Member Splash invoice will be returned to you.



2020 Maintenance Fee - \$450

The Greenbriar Pool Club Maintenance Fee for 2020 is \$450, an increase of \$25 compared to 2019. The additional funds will be set aside and added to existing capital to be used specifically for future major renovations. The increase was approved by the Board of Directors at the November 2019 Board Meeting.

2020 Maintenance Fee payments will NOT be accepted before February 19, 2020. Please wait until Member Splash is up and running to pay your fees. Thank you!

Payment Options

All payments will now be processed using our new online member management system. Unlike in previous years, there are no additional service charges added for online payments; ***it costs the same to pay online or by check!*** Starting next year, an additional fee will be added to any check payments to cover the administrative costs associated with processing checks.

ALL memberships will pay their Maintenance Fee through Member Splash, either by credit card or by check. Step 1 is to log into your family's Member Splash account. **An email will be sent to you later in February with specific details about how to log into your account.** Once you are logged in, a yellow box will appear at the top of your account with actions that need attention, such as changing a default password. Once those actions are done, click the big red banner to pay your Maintenance Fee. Then at check out you will have the option to enter your credit card information or pay by check. If you select to pay using a check, Member Splash will generate an invoice; print the invoice and mail it along with your check to the pool. Please use the pool's new address (which will also be printed on the invoice):

Greenbriar Pool Club, Inc.
13001 Point Pleasant Drive
Fairfax, VA 22033

A note about our mailbox: We are unable to accept anything that requires a signature. Please send payments by USPS mail only. The old P.O. Box is no longer maintained; anything sent to the old address will be returned to you. Please mail in your check payment so that there's a postmark. If you drop it in the mailbox, there's no guarantee it will be retrieved and credited the same day.

Late Fee Schedule and Penalties

- Paid February 19, 2020 - April 15, 2020: No late penalty
- Paid April 16, 2020 - May 31, 2020: \$25 late fee
- Paid June 1, 2020 - August 31, 2020: \$75 late fee
- Paid September 1, 2020 - November 30, 20120: \$100 late fee
- Paid on or after December 1, 2020: \$125 late fee



Operations and Maintenance Update

Your O&M team is continuing to improve the pool and facilities for your enjoyment in the upcoming 2020 pool season! Behind the scenes we have replaced the ice machine in the snack bar; this reduces the heat in the snack bar as well as is much more efficient. We replaced the refrigerator in the guard room and added a chilled water fountain with a bottle filling station!

As usual, NV Pools did a great job managing the pool in 2019 and we expect the same in 2020. Our landscape service, CAS, did a great job too; the place is looking great.

In 2020 we will be having the parking lots sealed and new lines painted, preserving a very large investment at the pool.

After a few years of service to the pool, David Blahuta will be stepping down as Director of Operations & Maintenance. We are lucky to have two new directors for O&M, Chance Putzke and Charlie Passut.

Enjoy our great pool facility and have a safe upcoming pool season!

Sincerely,
Greenbriar Pool Club O&M Team

Communications Round Up

One goal for the 2020 season is to increase the consistency of communication across all of our social media platforms. Those platforms include our website, Facebook, Twitter and email. Starting at the beginning of the season, you can expect a weekly "This Week at the Pool" email listing all events and activities going on at the pool for the upcoming week. These events will also appear on the website's calendar and posted on Facebook. The popular website feature **Today @ the Pool** will be back this season, allowing members to see the pool's current operating status and attendance levels.

We're very excited about Member Splash and we've worked hard to make the transition to the new system as smooth as possible. With that being said, it's likely that there will be some (hopefully minor) glitches and your patience is greatly appreciated while we work to fix any problems that arise.

We highly encourage you to attend the General Membership Meeting and view the Member Splash Demo we have planned. You will also have a chance to ask questions about the new system. If you are unable to attend, you will be emailed detailed instructions about logging into your new account. These instructions will be sent to you (and posted on our other social media platforms) after the General Membership Meeting. 2020 Maintenance Fee payments will not be accepted until after Member Splash is "live" following the Membership Meeting.

Sincerely,
Sharon Grogan, Communications Director



Selling or Renting Your Membership

For information regarding procedures for selling/renting your membership, please visit our website; it will have the most up-to-date information.

One of the added benefits of Member Splash is our current paper application forms can be replaced with paperless online forms. We're currently working on making this switch and the website will be updated with links to the online application forms when they are ready to use. In the meantime, members can continue to use the paper forms currently available on the website.

Please note: The paper forms are now out-of-date in the sense that Member Splash is now our payment system. Please DO NOT send a check when you mail your application to the Pool. Your buyer/renter will be contacted with instructions about how to pay the processing fee through Member Splash. You only need to mail the application form to the pool (and the original membership certificate if selling).

If you are selling your membership, you will need your original membership certificate. If you cannot locate it and need to have another one printed, please email pool@greenbriar.org. There is a \$25 fee to have your certificate reprinted.

Pool Memberships for Sale by the Pool

The Pool has two (2) memberships for sale. The sale price is \$2,500.00 each and the buyer is also responsible for paying the 2020 Maintenance Fee. If you know someone who is interested in purchasing a membership, please have him/her email the administrative assistant at pool@greenbriar.org. All interested persons will be entered into a lottery and names will be drawn at the March Board Meeting.



Member Spotlight - Tyler Hicks

After the close of the 2019 pool season, Boy Scout Tyler Hicks from Troop 1547 worked to complete his Eagle Scout Project: Installing a paver pad at the pool in the grassy area by the playground so that the picnic tables would not sink into the ground. The new pad connects to the existing pad that was previously completed. Tyler was very excited to be doing a project at the pool where he has been swimming his entire life. "It was great to give back to the community and in an area where I get to continually see the use and benefit of the hard work." Tyler extends his thanks to the 47 volunteers (consisting of adults, scouts and members of our community) who helped him complete the project. It took a combined total of 379 hours over 3 days to complete. The project was finished on September 8, 2019 and we look forward to seeing the members and swim team enjoy the newly installed paver pad.





GREENBRIAR POOL CLUB, INC. • February 2020 Newsletter

13001 Point Pleasant Drive, Fairfax, VA 22033 • www.greenbriar.org • (703) 378 - 4421

Board of Directors

President:	Tim Metzinger	Operations & Maintenance:	David Blahuta, Chance Putzke & Charlie Passut
VP:	Sharon Grogan	Special Activities:	Karen Sparks
Secretary:	Bethany Quick	Swim/Dive:	Amy Portofe
Treasurer:	Jeff McCurry		

Other Personnel

Administrative Assistant:	Lauren Putzke
Snack Bar Manager:	Tina Campbell
Swim Team Representatives:	Dan Klanderman & Rob Wayment
Dive Team Representatives:	Dawn Bray & Joel Waterfield
Pool Management Company:	NV Pools

Contact Information

<u>Mailing Address</u>	<u>Email / Web Address</u>	<u>Phone</u>
13001 Point Pleasant Drive Fairfax, VA 22033	pool@greenbriar.org www.greenbriar.org	Administrator: (703) 378-4421 Front Desk: (703) 378-4423

Social Media

Follow us on Facebook at "Greenbriar Pool Club, Inc."

Follow us on Twitter at "@GBPoolClub"



Greenbriar Pool Board - General Membership Meeting - February 27, 2019 - Meeting Minutes

Present: Tim Metzinger, Kevin Corcoran, Erik Kawasaki, David Blahuta, Karen Sparks, Jeff McCurry, Mike Ebert

Call to Order – Tim Metzinger called the meeting to order at 7:15pm

Approval of 2018 Minutes – minutes approved unanimously

Financial Report – Jeff McCurry

- Jeff reviewed the pool's FY 2018 performance
- Revenue and expense were both on or close to budget
- Budgeted \$37,000 surplus; realized \$38,000 surplus
- Jeff presented the FY 2019 budget
- Very similar to 2018 budget; projects \$43,875 surplus
- Jeff requested a motion to increase dues by \$10, to \$435
- Goal is to accumulate \$500,000 in reserves by 2026 as principal for wholesale renovation of pool facility
- Total expenditure is projected at \$1.2 million
- Members in attendance raised objection that no notice was given that a dues increase was on the agenda.
- Board members noted that the agenda included the FY 2019 budget, but acknowledged that the dues increase was not specifically noted.
- Motion for dues increase was withdrawn
- Motion to approve budget as initially presented was approved unanimously
- The Pool Board may bring this issue for discussion during a special membership meeting to be called over the summer.

Director Reports

- Vice President – Tim Metzinger
 - Pool's insurance policies are paid and current
- Secretary – Kevin Corcoran
 - Reported that 37 pool memberships were sold in 2018, excluding memberships that conveyed with sale of houses
 - Average sales price was \$2,298
- Swim & Dive – Mike Ebert
 - Both swim and dive had very successful seasons
 - Swim: 146 swimmers; compiled 2-3 record in Division 5
 - Swim team hosted the Divisional Relay Carnival
 - Head and Assistant Head Coaches will return in 2019
 - Dive: 24 divers; compiled 4-1 record in Division 7
 - Seeking new head coach
 - Winter Swim: 37 swimmers



Director Reports (Continued)

- Special Activities – Karen Sparks
 - Got lots of good feedback about 2018 programs; Always looking for volunteers and new ideas
- Communications – Erik Kawasaki
 - Will be shopping for a new check-in system
- Operations and Maintenance – David Blahuta
 - Bought new shed; much larger and more effective at protecting equipment
 - Installed new chemical system and experienced zero chemical closures last year
 - Will continue our phased replacement of lounge chairs and cushions
 - No big projects for 2019, but will explore upgrading some kitchen equipment
 - Soliciting ideas for putting the side parking lot to better use

Bylaws Amendment – Kevin Corcoran

- Proposed bylaws amendment would amend Section 7, Article A to allow non-members to rent a pool membership for up to three years.
- This restriction was created when pool memberships were restricted to Greenbriar residents and difficult to sell. Pool was not fully subscribed, so this incentivized people to buy rather than rent.
- This is no longer the case.
- Another rationale for this text is fear that renters have less stake in the pool and are more likely to mistreat it or misbehave
- Permitting multi-year rentals allows renters to establish relationships and integrate more fully into the pool community
- Over past five years, ALL incidents which required disciplinary action by the Board involved owners rather than renters
- Board clarified that the \$100 renter fee will be due each year a family rents
- A friendly amendment was proposed to extend renters to a maximum of five years. Amendment was not accepted by the maker; this is a trial extension – we can always change the number of years in the future.
- A potential disadvantage is that demand for purchases could decline, resulting in lower sales prices.
- The motion passed with one dissenting vote

Election of Board Members

- Three individuals ran for three open positions on the Board
 - David Blahuta
 - Sharon Grogan
 - Tim Metzinger
- No other candidates were nominated from the floor, so without objection from the membership, these three candidates were elected by acclamation.

Tim Metzinger announced that this was Mike Ebert's last meeting as a Board member, and thanked him for his service to the pool.

Meeting adjourned at 8:19 pm



2020 Pool Season Budget

	<i>Budget</i>	<i>Actual</i>	<i>Budget</i>	<i>Difference</i>	<i>Actual</i>
	Oct 2019 - Sep 2020	Oct 2018 - Sep 2019	Oct 2018 - Sep 2019	Oct 2018 - Sep 2019	Oct 2017 - Sep 2018
Revenue					
Concession Receipts	\$ 7,000.00	\$ 5,558.00	\$ 12,500.00	\$ (6,942.00)	\$ 12,978.00
Gate receipts				\$ -	
Front Desk Sales	\$ -	\$ 1,117.88	\$ -	\$ 1,117.88	
Long term guest passes	\$ 500.00	\$ 202.50	\$ 600.00	\$ (397.50)	\$ 675.00
Prepaid Visitor's Pass	\$ 1,500.00	\$ 680.00	\$ 3,400.00	\$ (2,720.00)	\$ 3,325.00
Total Gate receipts	\$ 2,000.00	\$ 2,000.38	\$ 4,000.00	\$ (1,999.62)	\$ 4,000.00
Interest	\$ 25.00	\$ 25.77	\$ 50.00	\$ (24.23)	\$ 52.09
Membership Revenue					
Certificate Reprint	\$ 200.00	\$ 150.00	\$ 200.00	\$ (50.00)	\$ 225.00
Late fees	\$ 2,000.00	\$ 2,081.50	\$ 2,500.00	\$ (418.50)	\$ 2,975.00
Maintenance fees	\$ 270,000.00	\$ 257,525.49	\$ 255,000.00	\$ 2,525.49	\$ 252,025.00
Membership Sales	\$ 5,000.00	\$ 5,205.00	\$ -	\$ 5,205.00	\$ 1,000.00
Online Credit Card Payment Fee	\$ -	\$ 113.47	\$ 1,000.00	\$ (886.53)	\$ 990.00
Rental processing	\$ 3,000.00	\$ 3,500.00	\$ 3,000.00	\$ 500.00	\$ 3,330.00
Transfer fees	\$ 2,500.00	\$ 2,499.89	\$ 2,000.00	\$ 499.89	\$ 2,850.00
Total Membership Revenue	\$ 282,700.00	\$ 271,075.35	\$ 263,700.00	\$ 7,375.35	\$ 263,395.00
Miscellaneous	\$ 1,000.00	\$ 20,394.67	\$ 1,000.00	\$ 19,394.67	\$ 1,937.10
Refund of Payments	\$ -	\$ (75.00)	\$ -	\$ (75.00)	
Swim/Dive Fees	\$ 16,000.00	\$ 29,014.00	\$ 16,000.00	\$ 13,014.00	
Dive Team Revenue	\$ 5,000.00	\$ 7,079.50	\$ 3,500.00	\$ 3,579.50	\$ 3,964.00
Winter swim	\$ 4,500.00	\$ -	\$ 4,500.00	\$ (4,500.00)	\$ 4,470.80
Unapplied Cash Payment Revenue	\$ -	\$ 665.00	\$ -	\$ 665.00	
Total Revenue	\$ 318,225.00	\$ 335,737.67	\$ 305,250.00	\$ 30,487.67	\$ 290,796.99
Expenditures					
ADMINISTRATIVE EXPENSES					
Bank Charges	\$ 350.00	\$ 332.03	\$ 350.00	\$ (17.97)	\$ 317.50
Cell Phone	\$ 350.00	\$ 278.41	\$ 500.00	\$ (221.59)	\$ 504.57
Corporate taxes/fees	\$ 150.00	\$ 130.17	\$ 25.00	\$ 105.17	\$ 25.00



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Greenbriar.org Support	\$ -	\$ 109.75	\$ -	\$ 109.75	
Directors' Dinner	\$ 550.00	\$ -	\$ 200.00	\$ (200.00)	\$ 170.02
Insurance	\$ 15,000.00	\$ 14,900.15	\$ 15,500.00	\$ (599.85)	\$ 15,314.11
Legal/Accounting	\$ 1,500.00	\$ 1,710.00	\$ 4,000.00	\$ (2,290.00)	\$ 3,635.00
Merchant fees	\$ 1,000.00	\$ -	\$ 1,000.00	\$ (1,000.00)	\$ 1,001.86
Miscellaneous admin	\$ 1,000.00	\$ 2,915.84	\$ -	\$ 2,915.84	
Office Supply/Mail	\$ 1,000.00	\$ 834.04	\$ 2,500.00	\$ (1,665.96)	\$ 2,261.40
Online services	\$ 3,700.00	\$ 764.26	\$ 1,200.00	\$ (435.74)	\$ 1,012.13
Payroll Expenses	\$ 25,000.00	\$ 24,593.67	\$ 20,000.00	\$ 4,593.67	\$ 19,416.67
Payroll Taxes-Admin	\$ 1,900.00	\$ 1,698.51	\$ 1,600.00	\$ 98.51	\$ 1,495.77
Property taxes	\$ 550.00	\$ 547.90	\$ 1,000.00	\$ 23,593.67	\$ 700.67
Total ADMINISTRATIVE EXPENSES	\$ 52,050.00	\$ 48,814.73	\$ 47,875.00	\$ 939.73	\$ 45,854.70
CONCESSION					
Maintenance	\$ -	\$ -	\$ 500.00	\$ (500.00)	
Other	\$ -	\$ 40.00	\$ -	\$ 40.00	\$ 40.00
Payroll Taxes-Snack Bar	\$ 500.00	\$ 784.48	\$ 750.00	\$ 34.48	\$ 649.57
Salaries	\$ 6,500.00	\$ 6,266.30	\$ 9,000.00	\$ (2,733.70)	\$ 8,349.25
Sales Tax	\$ 900.00	\$ 847.24	\$ 600.00	\$ 247.24	\$ 595.30
Supplies	\$ 10,000.00	\$ 9,595.09	\$ 7,200.00	\$ 2,395.09	\$ 7,094.10
Total CONCESSION	\$ 17,900.00	\$ 17,533.11	\$ 18,050.00	\$ (516.89)	\$ 16,728.22
Depreciation Expense	\$ -	\$ -	\$ -	\$ -	
OPERATIONS					
Capital Improvements	\$ 10,000.00	\$ 1,124.23	\$ 10,000.00	\$ (8,875.77)	\$ 12,375.97
Contract Services	\$ 120,000.00	\$ 110,827.49	\$ 100,000.00	\$ 10,827.49	\$ 96,891.14
Furniture	\$ 2,500.00	\$ -	\$ 2,500.00	\$ (2,500.00)	\$ 2,445.27
General Maintenance	\$ 20,000.00	\$ 2,286.19	\$ 20,000.00	\$ (17,713.81)	\$ 18,693.29
Lawn Care	\$ 9,000.00	\$ 9,044.78	\$ 8,500.00	\$ 544.78	\$ 8,393.13
Other	\$ -	\$ 1,097.29	\$ -	\$ 1,097.29	
Supplies	\$ 5,000.00	\$ 4,336.73	\$ 5,500.00	\$ (1,163.27)	\$ 5,111.32
Utilities	\$ -	\$ 107.45	\$ -	\$ 107.45	
Electric	\$ 4,500.00	\$ 4,623.67	\$ 4,500.00	\$ 123.67	\$ 4,536.65
Gas	\$ 150.00	\$ 50.26	\$ 150.00	\$ (99.74)	\$ 137.49
Telephone	\$ 2,000.00	\$ 2,175.38	\$ 1,900.00	\$ 275.38	\$ 1,883.34
Trash Collection	\$ 2,000.00	\$ 1,832.43	\$ 1,300.00	\$ 532.43	\$ 1,351.86
Water	\$ 6,500.00	\$ 6,496.60	\$ 6,000.00	\$ 496.60	\$ 5,952.63
Total Utilities	\$ 15,150.00	\$ 15,285.79	\$ 13,850.00	\$ 1,435.79	\$ 13,861.97



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Total OPERATIONS	\$ 181,650.00	\$ 144,002.50	\$ 160,350.00	\$ (16,347.50)	\$ 157,772.09
Parties	\$ 5,000.00	\$ 2,816.44	\$ 5,000.00	\$ (2,183.56)	\$ 4,150.64
Payroll Expenses	\$ -	\$ -	\$ -	\$ -	
Taxes	\$ 500.00	\$ 425.96	\$ -	\$ 425.96	\$ -
Wages	\$ 5,500.00	\$ 5,114.50	\$ -	\$ 5,114.50	
Total Payroll Expenses	\$ 6,000.00	\$ 5,540.46	\$ -	\$ 5,540.46	
Reconciliation Discrepancies	\$ -		\$ -	\$ -	\$ 8.59
SWIM/DIVE TEAMS				\$ -	
Coaches wages	\$ 20,000.00	\$ 19,155.50	\$ 24,000.00	\$ (4,844.50)	\$ 22,381.67
Dive Team Expenses	\$ 5,000.00	\$ 1,564.91	\$ 700.00	\$ 864.91	\$ 713.70
Equipment	\$ 1,000.00	\$ 800.00	\$ -	\$ 800.00	
NVSL Dues	\$ 500.00	\$ 242.68	\$ 500.00	\$ (257.32)	\$ 237.00
Payroll Taxes - Swim/Dive	\$ 1,900.00	\$ 1,603.06	\$ 1,900.00	\$ (296.94)	\$ 1,707.71
Winter swim expense	\$ -	\$ -	\$ 3,000.00	\$ (3,000.00)	\$ 2,741.04
Total SWIM/DIVE TEAMS	\$ 28,400.00	\$ 23,366.15	\$ 30,100.00	\$ (6,733.85)	\$ 27,781.12
Unapplied Cash Bill Payment Expend	\$ -	\$ 645.41	\$ -	\$ 645.41	\$ (0.01)
Total Expenditures	\$ 291,000.00	\$ 242,718.80	\$ 261,375.00	\$ (18,656.20)	\$ 252,295.35
Net Operating Revenue	\$ 27,225.00	\$ 93,018.87	\$ 43,875.00	\$ 49,143.87	\$ 38,501.64
Reserve	\$ (15,000.00)	\$ (35,000.00)	\$ (35,000.00)		
Net Cash	\$ 12,225.00	\$ 58,018.87	\$ 8,875.00		