Minutes of the Fourth Meeting of the 2017-2018 PSC BoD

Time: October 17, 2017 at 6:30 PM
Place: Charlie Gunn’s Home

Attendees:
Will Corbin
Erik Rind
Richard Gann
Charles Gunn
Keith Hartman
Robert Stillman

Apologies:
Thomas Cutler (late arrival)
Ubu Grace Hoshizaki
Stephen Weber

President's Moment:
Richard Gann set the meeting focus: PSC Squash Program, Annual Membership Meeting, and the 50th Anniversary Celebration.

Approval of Minutes:
The minutes of the September 6, 2017 BoD Meeting (N 92) were approved without amendment unanimously. The Secretary will post them on the PSC website.

PSC Membership and Financial Report (Keith Hartman):
Keith reported that our current total membership is as follows:

- 102 Individual Male active members
- 8 Individual Female active members
- 4 Family Memberships (each with two players sharing one booking privilege)
- 0 Junior Member
- 1 Temporary Member
- 10 currently Inactive Members
- 3 Honorary Members

Total: 128

Keith also presented the current financial status. We are in good shape, with nothing notable to report, except for the unexpected costs for the dehumidifier and lighting. Key card refunds have been credited to nearly all members in the form of reduced dues for the quarter that began October 1.

Project Updates:
- Fitness Equipment: Dick Gann reported that the purchases and installation are complete except for an exercise bike. The budget includes approximately $900 for this. Tom Cutler will handle the research and report to the Board for a decision at its next meeting.
• **Interior Renovation:** Dick reported that the Club renovation is complete except for three items. First, the stools, which have been breaking and posing a safety hazard, have been returned to Amazon, which has promised a full refund. New, sturdier stools are being purchased. Second, the Club logo floor mats for the Club doorstep and entryway have been ordered. Third, the bidding for the light-colored carpet strips at the edge of Courts 2 and 3 should be completed shortly. **Action:** Dick will provide a final reimbursement claim to Keith at least two weeks prior to the Membership Meeting.

• **Court lights:** Keith Hartman presented a bid to replace all the overhead lighting with LED fixtures for $8,600, including a PEPCO rebate. He and Bob Weinstock will also investigate the cost of just replacing the current fluorescent light bulbs in the courts. **Action:** Keith, Charlie Gunn and Dick Gann were authorized to select an approach and select a company to do the work promptly.

• **Air conditioning:** Charlie Gunn reported that GAC has installed the new dehumidifier in the attic. However, it is not yet operational, since the drain connection has not been completed. **Action:** Charlie will follow up with GAC.

Keith Hartman is obtaining information regarding replacement of the failing Mitsubishi Slim heat pump over the exit door in the men's locker room.

• **Squash Court Repair:** Erik Rind reported that he has one bid from Anderson for full replacement of the three courts for $95,000. The second company has not returned a bid. Erik will check with USSquash to identify other possible companies and ask them to bid on replacing all four walls of all three courts with insulation behind the front walls and side exterior walls to prevent condensation and reduce noise. **Action:** Erik will present at least two bids at the next BoD meeting.

**Criterion for Closing the Club to New Members (Will Corbin)**

Will presented a formula for temporarily closing the membership that he developed with his team of Erik Rind and Ubu Grace Hoshizaki. This would occur when the sum of the following reaches 120 (or a similar number):

Number of adult male and female individual members + the number of temporary members + 2.5 times the number of family memberships + 0.5 times the number of inactive members.

Comments on the formula should be referred to Will.

Keith reported on his check of daily court vacant slots in prime time. He checked the reservation system on the following day in order to include last minute reservations. The courts were heavily in use, with few open slots on Monday through Thursday afternoons/evenings. There was modest availability on Friday afternoon/evening and on weekends. During this period, the Club membership stood at 124 to 128 members. Keith also mentioned that the beginning of a quarter, when dues payments are due, is when there are frequent resignations. This quarter, which began on October 1, there were no resignations.

Will also provided data on daily court usage. Included were data on people who cancelled a slot on the day of the reservation or the day before the reservation, with the court remaining unused. These averaged more than one slot per day.

The Board discussed the formula, and there was a feeling that approximately 126 might be a preferred target. Since the courts are now essentially full at prime time on weekdays, the Board voted to immediately begin informing prospective new members that there is a waiting list for
On a related matter, the Board discussed the arrangement with The Heights School (boys) and a proposal from Stone Ridge School of the Sacred Heart (girls). The Heights has rented one-hour sessions at 4:00 and 4:15 two days a week for several years. When they have team matches, they also have rented the successive slots. Due to the heavy use of prime time court slots by members, the Board voted that The Heights court usage must not continue past 5:15. If the school agrees to this, then no arrangement would be discussed with Stone Ridge. If agreement with The Heights is not reached, then an arrangement with Stone Ridge would be pursued. Stone Ridge is asking to rent two courts for one hour each (3:00 and 3:15) Monday through Thursday.  

**Action:** Keith Hartman will reach closure with The Heights.  
**Action:** Erik Rind has the ensuing action with Stone Ridge. (NOTE: The following day, The Heights agreed they would conclude their sessions no later than 5:15.)

**PSC Squash Program (Erik Rind):** Eric presented a proposal resulting from discussion with Jahangir Naseem. In accord with discussion at the previous Board meeting, the proposal includes:

- Clinics: Tuesday 1 hour, Saturday 1 hour, and Women's Saturday clinic 1.5 hours. Pros will be available for the full time slots. Total: 3.5 hours weekly for 50 weeks.
- Play the Pro: Every Sunday 2 hours, for 50 weeks. The Pro will play two games with each member who comes to a session. Total: 100 hours
- Play Squash will also host two Rules & Referee clinics in a year, for a total of about 5 hours.
- Play Squash LLC will also one Tournament for the club, for a total of 25 hours.
- These total about 305 hours. Play Squash LLC is asking an hourly rate of $22 for its services.

Prior discussions had led to a proposal from Play Squash that the hourly rate for private lessons be increased from $80 per hour to $85 per hour. Packages of 5 lessons would include one free lesson; packages of 10 lessons would include two free lessons.

The Board agreed with the overall proposal, with the following provisions:

- Each clinic will be held if there is at least one member signed up at least three hours prior to the start time. Otherwise, the clinic will be cancelled.
- A Pro will be present and available for the full duration of the Play the Pro sessions. Members are not required to sign up in advance, although they are urged to do so.
- If a member arrives for a scheduled clinic or Play the Pro session and there is no Pro present, Play Squash will credit $50 to PSC for each hour or fraction of a scheduled hour when no Pro was present. This will be based on the member reporting the absence.

**Action:** Erik will send a draft agreement, following the format of the prior year, to Dick Gann and Jahangir Naseem within one week. The intent is to have a signed agreement before November 30, 2017.

The prior day, Mike Tarone had sent Dick Gann an e-mail stating that he had been requested by Jahangir Naseem to represent him and Play Squash as General Counsel in all business matters. He asked the Board to provide informed consent for this, since the Club is a former client of his. In Executive Session, the Board unanimously decided not to provide the informed consent that he had requested. **Action:** Dick will respond promptly to Mike by e-mail.
50th Anniversary Celebration (Stillman):  
Bob Stillman distributed and presented a budget sheet with options and estimated costs for all aspects of the Celebration: prizes, exhibitions, souvenir shirts, and food. He also distributed the results of a questionnaire for the members to indicate their intent to participate in the tournament, observe the professional matches, and partake of the food. 77 members responded.

- Play Squash will manage the tournament play. There will be both skill level and age group draws, arranged by Play Squash. Brackets with few entrants will be merged with adjacent draws.
- Commemorative shirts will be available for all members. Players (members and professionals) will have reserved their choice of a t-shirt or golf shirt in their size. T-shirts will be ordered for non-players, with a distribution of sizes following the distribution requested by the players. Non-player shirts will be distributed on a first-come basis.
- Play Squash will determine the distribution of prize money for the professionals. $1000 has been allocated for the four-man playoff; $500 has been allocated for the two-woman exhibition.
- Wine and beer will be provided for the Saturday evening gala.
- The total budget is approximately $9,000. This allows for a modest increase in food above the number of respondents in the survey and a few extra shirts.

Action: Bob and his committee will complete the arrangements for a memorable weekend for the Club.

2017 PSC Membership Meeting (Gann)  
The Annual PSC Membership Meeting will be held at PSC on November 27 from 7:00 to 9:00 pm. Dick had circulated a suggested list of topic and presenters and asked for any additions. None were suggested. Action: Dick will prepare an announcement and send it for blasting to the membership. He will also post signs at the Club.

Additional Business:
Jay Levy had requested that we put a one-way mirror on the door between the Court 3 viewing area and the men’s locker room. This would enable a person exiting the locker room to know that no one was in the path of the door. The Board agreed with Dick’s proposal that Jay be asked to provide such a mirror (cost reimbursable) that would cover the existing window in the door. Dick would see to the installation. Action: Dick to present this to Jay.

Next Meeting: The next meeting of the Board will be in early December 2017.