



Hethwood Foundation Board of Directors

Quarterly Board Meeting Minutes
October 15, 2018 – 12:00pm – Huntsman Clubhouse

Board Members in Attendance:

Donna Gresh, President.....	Present	Bruce Harper, Director.....	Present
Janet Riddlebarger, Vice President.....	Present	Richard Hirsh, Director.....	Present
Alice Allen, Secretary/Treasurer.....	Present	William "Bill" Sanders, Director.....	Absent
John Burke, Director.....	Present until 12:20pm	Mendy Sink, Director.....	Present
Melinda Dunford, Director.....	Present		

Hethwood Foundation Staff in Attendance:

Jonathan Steele, Hethwood Director..... Present
Kristina Lundquist, Office Manager..... Present

Hethwood Foundation Residents in Attendance:

None

I. Opening Remarks

Donna Gresh started the meeting at 12:02pm and welcomed everyone. Donna gave the floor to John Burke to discuss the 2018 pool season and suggestions for next year. John created a document outlining his ideas (see attached) and feedback and urged the board to be flexible before reaching any final decisions.

a. Life Guards

- a. Many of the same lifeguards were working every day and exhausted by end of the season. Worked very hard, most were students with very busy schedule. Had some issues with lifeguards using cell phones at work. How do we recruit a larger pool of applicants (retirees, other responsible adults willing to lifeguard)?
 - i. Jonathan explained lifeguards using personal phones was addressed during season with management. Lifeguard applications are open to everyone, not just students, however that tends to be who applies. Jobs have been posted on indeed, HHHunt's website, community newsletters, & flyers within community. We are looking to expand to advertise at local area businesses such as Starbucks or Bollos where a greater applicant pool is present. Looking to also advertise at local community centers if granted permission. Considering hiring gate attendants that are also CPR certified.
 - ii. Donna mentioned that HHHunt has expanded its HR program which now has better resources to post jobs on linkedin and Facebook to better reach certain demographics.

b. Pool Closing Time

- a. John expressed concerns about the pool hours, noting that the Briarwood Pool was open later than the Huntsman Pool this year. Donna mentioned that the Briarwood Pool was furnished with pool lights and that operating the pool in dark, cloudy, or rainy weather presents safety risks. Insurance company does not agree with pool hours after 8pm in the summer.

II. Public Comments

There were no public comments presented, no residents were in attendance.

III. Approval of Minutes

A motion was introduced by Bill Sanders to approve the July 23, 2018 Hethwood Foundation Board Minutes. Seconded by Melinda Dunford. Voice vote. Motion carries.

IV. Recreation Report

Jonathan Steele presented the Recreation Report. Jonathan reported the following summary:

July – (4) events, highlighting July 4th Splash & Bash with over 280 in attendance

August – (5) events, highlighting the Back to School Party where hot dogs, chips, drinks, and ice cream was served at the pool.

September – (4) events, highlighting Popsicles by the Pool where over 40 popsicles were handed out at the last pool event for the summer.

V. Approval of Financial Reports

Due to a misunderstanding with CFM, financial reports were unavailable for the noon meeting. Financial reports to be sent out via email to board by Jonathan Steele once completed.

VI. Director's Report – presented by Jonathan Steele

a. Update on Capital Projects

- i. Hethwood Bark Park** – completed and open for business. Typically 1-3 dogs inside at any given time of day. NRV Poo Crew and residents doing a great job keeping things clean.
- ii. Huntsman Pool Lounge** – Pool lounge being heavily used. Addition of gaming table being discussed. Worried about potential damage due to wet environment. Looking to expand furniture that can withstand wet.
- iii. Amenity Center** – Donna updated that rendering is available but are still looking to work on marketing and promotional periods. Amenity Center set to be completed in Fall 2019.

VII. Old Business

- a. Community Drone Policy** – Jonathan attended a meeting on campus to learn more about their drone policy. Virginia Tech campus will allow drones, however there is a one-day course all those wishing to fly must go through. Course goes over safety, best practices, and incident reporting. Flight plans must also be sent and approved by University. The town of Blacksburg is implied to be a test community for drone deliveries. As a community we are waiting to see how the Town of Blacksburg adopts a policy.
- b. Email from Resident – Parking Concerns on Mt. Vernon** Email from resident Todd Solberg – concern with vehicles being parked on the street/bike path at the end of Mt Vernon at 2700 block creating a safety concern. Hethwood Street and not Town of Blacksburg Street, so we are looking to see if adaptations need to be made. Meeting with Wayne Garst of the Blacksburg Fire Department next week to get his feedback.
- c. Airbnb Concern:** After reviewing concerns from community, we are looking to adopt a policy on Airbnb rentals. Our recommendation is to not allow the rentals, as they would be considered to be a short-term rental (60 days or less). Increased traffic, parking along street, creating loud/party homes during home VT football games would be concerns with allowing the rentals in community. Town of Blacksburg allows Airbnb, but require the proper registration to collect taxes.

VIII. Adjournment

Donna Gresh adjourned the meeting at 12:50 pm.

October 15 2018 Hethwood Foundation Meeting

I request that this document be included in our 10/15/2018 meeting minutes. I request that the board move to have discussion and input on next year's pool operations. Specifically: Staffing, hours of operations, and special events planning. We strive to make our community amenities the best they can possibly be and our pools are an important amenity. As examples of our commitment to the community I would highlight out the following:

- o HHHunt is investing approximately \$5,000,000.00 to upgrade our Briarwood facilities. The Hethwood Foundation has agreed to a 99 year land lease to HHHunt to facilitate the Briarwood upgrade.
- o We are investing in new Community signage with a \$55,015 contribution in the 2018 budget.
- o I understand that we maintain public sections of our walking paths.
- o The foundation purchased property for a potential Huckleberry Trail pedestrian bridge crossing.
- o We are the only local pool that stays open past the Labor Day weekend.

The board has a fiduciary responsibility to manage the operating budget responsibly. A discussion of the past and future hours of operation and personnel budgets for the pools is warranted based on our 2018 experience with having only one of our pools open. Three tables below summarize the 2017 and 2018 pool hours as reported in newsletters for those years and our staff budgeting.

Year	Budget
2016	\$69,529 Actual
2017	\$71,615 Proposed, \$77,877 Actual
2018	\$70,143 Proposed

2018		
Monday	10 to 8	10.0
Tuesday	12 to 6	6.0
Wednesday	10 to 8	10.0
Thursday	10 to 8	10.0
Friday	10 to 8	10.0
Saturday	10 to 8	10.0
Sunday	12 to 8	8.0
Total		64.0

2017	Huntsman	Hours	Briarwood	Hours
Monday	11 to 7	8.0	11 to 9	10.0
Tuesday	11 to 7	8.0	11 to 9	10.0
Wednesday	11 to 7	8.0	11 to 9	10.0
Thursday	11 to 7	8.0	11 to 9	10.0
Friday	11 to 8	9.0	11 to 9	10.0
Saturday	11 to 8	9.0	11 to 9	10.0
Sunday	11 to 8	9.0	11 to 8	9.0
Total Hours		59.0		69.0
Grand Total				128.0

I look forward to meeting and email discussions as we move to a proposed 2019 operating budget.

Sincerely,

John Burke

