

Muirfield Association, Inc.

Minutes of Board of Directors Meeting

Meeting Date: May 21, 2020

Meeting Place: Due to the concerns of COVID-19 (Coronavirus) for the safety of Board Members, Staff, Legal Counsel, and Guests the Board of Directors meeting was held via teleconference.

1. **CALL TO ORDER**

Meeting called to order at 4:30 p.m. by Board President Dr. Robert Fathman. Directors attending: Valerie Brown, Marilee Chinnici-Zuercher, Diana Evans, Rory Gaydos, Paula Linehan, Tom Oleksa, and Michael Russell. Staff attending: Walter Zeier, Chris Carter, and Kathy Carney. Legal Counsel: Jeffrey Kaman. Guests attending: Ray DiRossi, Muirfield Social Activities Committee.

2. **MINUTES OF LAST MEETING**

The minutes of the March 19, 2020 meeting of the Board of Directors were sent via email earlier in the week. Ms. Paula Linehan moved to approve the minutes of the March 19, 2020 Board of Directors Meeting; Ms. Diana Evans seconded the motion. All in favor. Motion approved.

3. **ADJOURNMENT**

Due to tornado warnings Dr Fathman adjourned the meeting at 5:13 pm until 6:00 pm.

4. **CALL TO ORDER**

Meeting called back to order at 6:00 pm.

5. **COMMITTEE REPORTS**

Grounds & Facilities Committee:

Ms. Ellinger was unable to attend the meeting. Ms. Ellinger submitted a report via email for the directors to review. Discussion followed.

Civic Action Committee:

Dr. Fathman submitted a report via email for the directors to review. Discussion followed.

Social Activities Committee:

Mr. DiRossi reported all sponsored MSAC events have been cancelled to date due to COVID-19.

Mr. DiRossi reported the committee will move forward with planning the Fishing Derby in August. Mr. DiRossi will provide an update regarding the Fishing Derby at the July Board of Directors meeting.

Mr. DiRossi reported the city is discussing holding a Fourth of July bike parade

6. **OFFICERS/MANAGEMENT/LEGAL REPORT**

General Managers Report:

Mr. Zeier provided project updates. Discussion followed

Design Review Report:

Mr. Zeier presented the list of plans the Muirfield Design Control Committee reviewed March 1, 2020 through April 30, 2020. Mr. Zeier reported the Muirfield Design Control Committee has reviewed 87% more requests at the same time as April 30, 2019. 236 requests have been submitted since January 1, 2020, with a 91% approval rating.

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Treasures Report:

Mr. Zeier presented the Profit & Loss Statement on half of Ms. Chinnici-Zuercher. Discussion followed.

Presidents Report:

No report

7. **ELECTION OF OFFICERS**

Ms. Chinnici-Zuercher moved to appoint the current officers and Finance Committee: Dr. Robert Fathman, President, Mr. Tom Oleksa Vice President, Ms. Marilee Chinnici-Zuercher, Treasurer, and Ms. Paula Linehan, Secretary

- **Finance Committee** - Directors Ms. Marilee Chinnici-Zuercher (Chair) Mr. Michael Russell, and Mr. Rory Gaydos. Ms. Evans seconded the motion. All in Favor. Motion carried.

8. **NEW BUSINESS**

Ms. Chinnici-Zuercher moved to appoint the following members for the Muirfield Grounds & Facilities Committee, Muirfield Social Activities Committee, and the Muirfield Civic Action Committee.

- **Grounds & Facilities** - Pam Ellinger (Chair), Ray DiRossi, Danielle D’Onofrio, Kyle Lucas, Alesia Miller, Mark Ransom, Shawn Sentz, Karen Taylor
- **Muirfield Social Activities Committee** – Ray DiRossi (Chair), Jolie Feher, Heriona Graham, Kevin Ledford, Kristina Ledford, Grant Mooi, Stephanie O’Donnell, Matt Salts, Julie Stoddard-Smith, Meredith Tolbert
- **Muirfield Civic Action Committee** – Dr. Robert Fathman (Chair), Art Siegesmund, Charlotte Coomer, Christy Kuret, Eva Cioffari, John League, Paula Linehan, Steven Patton, Andrew Graham, Tom Oleksa. Ms. Linehan seconded the motion. All in Favor. Motion approved.

Due to health and safety concerning COVID-19, Mr. Zeier provided CDC recommendations, Regulations from the State of Ohio Board of Health, and requirements from the Franklin County Board of Health to the Directors. Mr. Zeier reminded the Directors that Franklin County Board of Health regulates both association swimming pools. Dr. Fathman opened discussion for the opening of Muirfield Association Swimming pools. Discussion followed and the following determinations were made to open the swimming pools for the 2020 season:

- Mr. Oleksa moved to close the slide at Glick Road and cancel the 2020 Learn to Swim program. Mr. Russell seconded the motion. All in favor. Motion approved.
- Mr. Gaydos moved to permit Muirfield residents only to use the pools. Guest, Nanny, and Caregiver passed will not be issued for 2020. Also, for the concession stands to be closed at both swimming pools. Mr. Oleksa seconded the motion. All in Favor. Motion Approved.
- Ms. Chinnici-Zuercher moved to not permit parties at the swimming pools for the 2020 season. Mr. Oleksa seconded the motion. All in Favor. Motion Approved.
- To provide social distancing requirements Ms. Chinnici-Zuercher moved to reduce the maximum number of residents at the swimming pools. The maximum number of residents permitted at the same time for each pool is as follows. Holbrook Pool, 112 residents. Glick Rd. Pool, 108 residents. Once pools are at capacity residents will not be permitted inside the fenced area until other’s leave. Mr. Oleksa seconded the motion. All in Favor. Motion Approved.

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- Mr. Russell moved for all residents to wear face masks or another form of covering the nose and mouth with entering, existing the pools, or when interacting with staff. Mr. Oleksa seconded the motion. One Against. All others in favor.
- Mr. Oleksa moved to not permit Muirfins use of Association swimming pools for the 2020 pool season. Ms. Chinnici-Zuercher seconded the motion. All in Favor. Motion Approved.
- To provide required disinfecting of all areas of the swimming pools Ms. Brown moved to close both association swimming pools at 3:30 pm. The pools will reopen at 4:30 pm. All residents will be required to leave the pool areas. Ms. Chinnici-Zuercher seconded the motion. All in Favor. Motion Approved.
- Mr. Gaydos moved to cancel the 2020 Tennis program. Mr. Oleksa seconded the motion. All in Favor. Motion Approved.
- Mr. Zeier requested an additional \$10,000.00 to purchase additional cleaning supplies, personal protection equipment for staff, hand sanitizer and additional protective measures. Mr. Oleksa moved to approve an additional \$10,000.00. Mr. Gaydos seconded the motion. All in Favor. Motion Approved.

The following recommendations will be implemented for the 2020 swimming pool season:

- Signage will be posted through out all areas of the swimming pools in relation to COVID-19
- There will be one lap lane at each swimming pool
- No water fountains. Association will provide bottle water to residents upon request
- Health checks for all staff
- All staff will always wear facemasks except Lifeguards positioned at a lifeguard stand
- There will not be a lost and found this year. Staff will make announcement reminding residents to take all items with them. Items left will be disposed of at closing of the 3:30 hour and 8:00 hour. Staff may place some items at safe and secure location

If the weather is rainy, stormy, or cool the General Manger or Assistant General Manager may close the swimming pools for the day at their discretion.

9. **ADJOURMENT**

Dr. Fathman adjourned the meeting at 8:58 pm.

Respectfully submitted,



Paula Linehan, Secretary
Muirfield Association, Inc.