

Minutes of Castle Park Association 2016 Annual Meeting

August 13, 2016 at 4:30 PM

The Castle

1. **Call to Order** – the meeting was called to order by President Scott Hibbard at 4:35pm.
2. **Roll Call of Members** – Secretary Peter Keehn called the roll of members. A quorum was present and the meeting was declared competent to proceed.
3. **Moment of Silence** – the group observed a moment of silence to recognize nine Association members who had passed away since the last Annual Meeting.
4. **Approval of 2015 Annual Meeting Minutes** – a motion was made to approve the 2015 Annual Meeting minutes; the motion was seconded, and without further discussion the minutes were approved without amendment.
5. **President's Report** – Scott provided an overview in which he noted that the Park is in great shape on many levels. Financially, the Association is on a sound footing, and, aesthetically, the Park and facilities look great. Mark and his team have been doing a great job all summer. We have also had phenomenal turnouts at the tennis tournaments, and other social events this summer. Play class numbers remain high, and Eb's Barn is working well. The only drawback has been the lack of beach due to high water levels; Scott again thanked the South Hill Association and the Muzzy/Lerchen families for allowing beach access to the Association membership this summer.
6. **Treasurer's Report** – Scott provided an overview of the financial report prepared by Treasurer Doug Vahey. We are in good fiscal shape overall; while many of our expenses have not yet come through we have enough visibility to say that we will finish the year within budget. Our annual maintenance expenditures (separate from capital projects) are usually in the range of \$25,000-30,000 and this year will be in line with that. We have been helped financially by the inclusion of some new cottages, which provide a one-time benefit through initiation fees and then ongoing support through increased annual dues.
7. **Manager's Report** – Mark gave a quick review of his grounds team, following up on Scott's earlier comments about the great state of our facilities and grounds. Mark is hopeful that most of this team will be back working at the Park next summer.

Bonnie commented on the overall state of the Park and some of the other staff. She gave a tribute to Ken Roose and also highlighted our great pool staff – Deirdre, our head lifeguard, has been with us for 15 years and we're hoping she'll be back next year as well.

8. Reports of Ad Hoc and Standing Committees

- a. Architectural – It has been a very busy and successful construction season; kudos to Mark and Bonnie for managing large groups of contractors and keeping our grounds protected. The Committee is currently working with two families on new projects that have been brought to them for input and suggestions.
- b. Barnswallow – Another great year for the Barnswallow with lots of activity there. Cassidy LaRue has done a fantastic job managing it.
- c. Beach – It has been tough year for the beach with water levels extremely high. Dick Shepard and Adam Kunkel have been working where possible to manage erosion, beach stairs, etc. Thanks again to South Hill Association and the Muzzy/Lerchen families for access. Everyone is reminded that there is no parking allowed at South Hill beach, and also to pick up chairs or other items at the end of the season.
- d. Beautification – The Committee has been working on the area at the top of the Castle Beach steps and the East side of the pool area with new plantings. Efforts to save the infected boxwoods were unfortunately not successful.
- e. Buildings and Grounds – Association members are reminded that loud landscaping equipment is only to be used between 9:30am and 4:30pm.
- f. Communication – Martha Laughna was thanked for again producing great editions of the Banner. A revamp of the Castle Park website will be a major project for this Committee in the coming year.
- g. Eb's Barn – Addressed later in the meeting.
- h. Facilities Rental – There will be 5 weddings at the Park in the coming year. The Board will be benchmarking our facilities fees and considering changes to them going forward.
- i. Finance – Addressed in the Treasurer's report.
- j. Library – To keep the library vibrant and available for all ages, the Committee is looking for new and younger mothers to suggest (and perhaps contribute) good books for younger readers in the Park, especially young teens.
- k. Long Range Planning – The demographics of the Park's population are changing, as is typical in the life of any organization. Recognizing this, the Board and LRP Committee will be conducting a survey of members to make sure that we understand their current needs, interests, and usage patterns at the Park. Also, the Committee and the Board will review the existing committee structure and consider ways to update and improve it. The Board is also keen to get younger members involved, and also to ensure that the same kind of periodic turnover occurs within committees that we have with the Board.
- l. Personnel – The Committee will be meeting with Mark and Bonnie over Labor Day as is customary. The Board recognized the entire staff for their great work during this season.
- m. Playclass – It was a very busy and very successful season for Playclass. Christine McCourt very quickly integrated herself into the community and did a great job.

She will be returning next year. Playclass ran for 7 weeks again this year and this practice will be continued next year. There were lots of regular and special events during the summer and attendance was great. In 2011 we had roughly 400 “person-days” of Playclass attendance and more than 900 this year; this is a great leading indicator for the future of the Park.

- n. Roads/Security – The new Audubon Road signs with incorrect spelling are going to be replaced.
- o. Social – We had a great season of social events this year. The July Jubilee was at maximum capacity so we will look for ways to expand capacity next year. Scott also recognized Marsha Littlejohn and Susan Muzzy for their great work organizing the Mo Fun golf outing, and another great performance by the Rock the Park band (with this year’s inclusion of the “Castle of Power” horns).
- p. Tennis – We had a great year of tennis events. Cardio tennis remains very popular and has included participants from 8 to 88. There were 31 teams in the Mixed Doubles tournament and 23 teams in the Men’s Doubles tournament. The tennis exhibition was also a big success. Aaron continues to do a great job and is now in his 4th year with us. Lesson “no-shows” were an issue this summer; everyone is asked to be mindful of this as the lesson schedule often fills up very quickly. Also, there will be a tennis hat sale to help pay for the Paddle hut renovations.

9. Other matters/Eb’s Barn

- a. The rebuilding work at Eb’s continues. The roof was completed prior to this season; it looks great and is working well. This fall, the doors and windows will be replaced, and landscaping will take place in the spring. A goal of the project is to integrate Eb’s and the Dance Dune more closely; this will also encourage use of the whole area by a greater number of Castle Parkers from all age groups.
- b. The usage of Eb’s was discussed. The new usage Committee system worked well this year. There was one episode early in the season, and the response to this demonstrated that the new system works.

10. Report of the Nominating Committee, Election of Trustees – Mary Ireland reviewed the recent work of the Nominating Committee, and proposed the following slate of new Trustees to the Board:

- Stephanie Griffin
- Gil Judson
- Martha Laughna

A motion was made to approve these proposed Trustees; the motion was seconded and approved unanimously.

At this point Scott thanked Sarah LaRue, Nancy Steketee, and George Parker who have completed their terms on the Board.

11. Adjournment – With no further business, the meeting was adjourned at approximately 5:45pm.

Respectfully Submitted By,
Peter Keehn, Secretary