



# PARLIAMENT POOL ASSOCIATION

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## INTRODUCTION

Parliament Pool Association (PPA) is a membership owned, non-profit organization guided by the PPA By-Laws, which can be found on the Parliament Pool website ([www.Parliament-Pool.com](http://www.Parliament-Pool.com)). Parliament Pool is run exclusively by volunteers, with the exception of paid lifeguards and staff.

Parliament Pool aims to be a friendly, community centric aquatic facility where adults and children can create lasting memories, begin and build swimming skills, improve physical fitness and build community unity. It is only with many volunteers that we can achieve these goals.

The purpose of the annual report is to provide membership an overview of the pool's activities for the year thus far and look at the year ahead. **The 2023 Annual Meeting is scheduled for Thursday, July 27th from 7:00 - 8:30 PM at Parliament Pool.** All members and interested parties are welcome to attend.

## NOMINATING SLATE FOR 2023

The slate below contains the individuals who have volunteered to serve on the incoming board. In compliance with the bylaws, all Directors must be elected by membership and be members of Parliament pool. If elected, these Directors would serve until October 2024.

- Ed Argenta
- Erin Caines

Members may volunteer at the annual meeting or any time thereafter to volunteer for additional roles, up to 9 board members.

All pool members are requested to give serious consideration to serving on the Board, or a committee. Director rolls aside, Chairs can have committee members under them and have proven beneficial for Operations. Without adequate Board and committee volunteers, Parliament Pool's ability to serve the Kings Park community as a vibrant summer recreation and social resource is limited. Any member interested in joining the Board, or a committee, should notify any current Board member or email all Board members at [Board@parliament-pool.com](mailto:Board@parliament-pool.com).

This report addresses the following:

- Overview
- Treasurer's Report
- Membership
- Operations
- Maintenance
- Activities
- Swim and Dive
- The Year Ahead



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## OVERVIEW:

Your Parliament Pool Board and Committees had busy and productive off-season months. I am happy to report, the state of Parliament Pool is strong and vibrant! We have enjoyed an enthusiastic and committed board that is here to serve you, the membership. This is a cause for celebration. Let's review some of the major accomplishments of the offseason and the lead up to the 2023 swim season:

## **Facility Improvements:**

One of the biggest undertakings during the off season was the much needed capital improvements to the facility. Deckwork was done to address the diving board foundations, drainage, and new fencing in the affected area. Additionally, the floors were redone in the pool entrance, front desk, staff office, and men's and women's bathrooms. Additionally, the play structure and the grounds around it, were professionally done, and primarily self funded by donations. As a board, we have implemented numerous improvements in collaboration with the Swim and Dive Board to enhance membership experience across the pool. These accomplishments were led by and implemented by volunteers saving the pool thousands of dollars in labor costs and are detailed below:

- Painted top of entry area to match lower block
- Painted awning posts in BBQ area
- Cleaned Pool Rules sign
- Added extensive bird mitigation measures
- Rebuilt and painted crumbling wall along parking lot
- Repaired and sealed cracks on Gazebo pad
- Added/Repainted parking lot lines to double the spots
- Patched and Painted exterior Pump House walls
- Repaired broken concrete on Pump House floor
- Repaired broken vents and fan in Pump House
- Added wire mesh to Pump House floor vents
- Added 2 fans to Gazebo
- Added fan to Entry of Club House
- Cleaned up and hid wiring in Entry
- Lowered 1 urinal to be more user friendly for kids
- Added divider between urinals for privacy
- Added retaining wall around 2 front garden beds -
- Added retaining wall along fence line adjacent to road
- Removed vines and weeds from hill along road
- Removed vines and weeds from hill behind Shallow End
- Replaced rusted fence along parking lot
- Added gate to fence behind playset
- Rewired PA system
- Installed brighter lights in Multi-Purpose Room
- Painted all interior doors and moldings
- Painted Guard Office
- Painted Storage Room



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- Painted all pool-side exterior doors
- Painted rear flower bed wall
- Replaced and painted wood on picnic table
- Added shelves and storage solution to Storage Room
- Cleaned Electrical/Storage Room and added storage shelves
- Wired parking lot lights for automatic operation
- Added walkway to storage area above Kitchen
- Purged old fence material scattered around pool grounds
- Replaced broken soap and paper towel dispensers
- Relocated soap dispenser away from outlet
- Purged old lane lines and lane line reel to increase deck space
- Adjusted all interior doors so they close
- Repaired damaged bottoms of exterior locker room doors
- Added Safety Grab Bar to men's locker shower

Not all work can be accomplished through volunteerism, however. Here are the items we contracted out:

- Upgraded software for improved member support
- Replaced 1000+ sq ft of concrete on deck
- Installed 40+ feet of channel drains on the deck
- Adjusted Diving Boards to meet safety & NVSL guidelines
- Replaced flooring in half of the Club House
- Added Panther Logo to Entry floor
- Repaired filter tank with fiberglass patch
- Graded and expanded play area
- Added play area surround with mulch
- Added sod around playset
- Installed culvert underneath playset
- Installed new playset \*100% of funding through donations\*
- Replaced foot shower concrete pad and drainage
- Replaced general use buoy lines

### **Improvement Areas:**

- Further focus on the Capital improvement plan: The board has been diligent in saving funds for capital improvements. While it was determined as a board, to address immediate needs in the 2022 off season, that would enhance membership experience and drive new membership, we must now shift our focus to our high-cost priorities, specifically the filtration system. Additionally, the pool is in serious need of re-caulking throughout the facility.
- Fundraising opportunities: Success is never final, and while we have made tremendous strides there is potential for more. A continued focus on sponsorship opportunities & fundraising will allow us to expand on this incremental revenue stream to benefit the pool.
- Volunteerism: The pool board could use your help. There is ample opportunity to grow the support of the Directors and Chairs by way of committees. Committees serve alongside the chairperson and lead a particular task or event. This is a great opportunity to get involved



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and earn your service fee redemption.

## VP MARKETNG/COMMUNICATIONS REPORT

No update at time of meeting

## TREASURER REPORT:

For the 2022 operating season, the pool had a net gain of \$29,685.22. Overall income was \$259,692.12 and expenses were \$230,006.90. PPA's ending checking account balance as of Oct 31, 2022 was \$92,618.64. PPA's ending savings account balance as of Oct 31, 2022 was \$47,277.12. PPA's 10-year FVC loan balance was paid off this fiscal year. This does not include the Swim and Dive report or numbers.

PPA's taxes for FY2021 were files on March 3, 2023 at a cost of \$1500 and FY 2022 will be filed using the same CPA as last year. PPA is an IRS Tax-Exempt Section 501(c)(7) – Social and Recreational Clubs organizations; donations to PPA are not tax-deductible. The final summary report is included below covering PPA's 2022-2023 fiscal year which runs Nov 1, 2022 to Oct 31, 2023.

For the 2023 operating season, PPA's opening checking account balance was \$92,618.64 and the savings account balance was \$47,277.12. The board voted to move \$5,000 to the savings account. We closed the 2023 operating season with a balance of \$93,688.66 in the checking account, \$52,433.06 in the Savings, and the EIDL loan has a balance of \$59,995.58; monthly payments of \$276 are auto paid from our checking account.

For the 2023 operating season (FY22 for bookkeeping and tax purposes), the pool had a net gain of \$1,070.02. Overall income was \$259,079.34 and expenses were \$258,003.32. This does not include the Swim and Dive report or numbers. Our taxes will be prepared using the accounts from last year once we have the swim and dive numbers and before the 31 March deadline.

Looking ahead to the 2023-2024 annual plan, PPA proposes an increase to dues and to party fees, swim lessons, and guest passes due to increased labor costs and the pump replacement. The PPA budget for FY23 is proposed at a loss of \$56,170 due to this needed repair, but we have the goal of retaining new and long-standing memberships and will continue to invest in capital improvements for the pool.



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PARLIAMENT POOL ASSOCIATION, INC.				
2022-2023		Budgeted	Actual through June	Notes
REVENUE				
	DUES + Maintenance fee REGULAR	\$ 170,000.00	\$173,611.28	
	FEES - GUESTS	\$ 4,000.00	\$2,372.67	
	CONCESSIONS	\$ 10,000.00	\$5,942.15	
	SWIMMING LESSONS	\$ 3,000.00	\$2,931.05	
	INTEREST INCOME	\$ 350.00	\$358.98	
	BANNER	\$ 6,500.00	\$5,500.58	
	SPECIAL ACTIVITIES	\$ 7,500.00	\$2,471.15	Does not include the 60 <sup>th</sup> which was close to \$5000
	SWIM AND DIVE	\$ 13,695.00	\$32,730.00	Includes payroll, Playground, and concrete
	OTHER INCOME		\$9,638.06	Includes Fundraising
	<b>TOTAL REVENUE</b>	<b>\$ 215,045.00</b>	<b>\$235,555.92</b>	



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EXPENSES				
	ADVERTISING	\$ 500.00	\$456.17	
	CHEMICALS AND SUPPLIES	\$ 20,000.00	\$6,901	
	LANDSCAPING AND TRASH	\$ 5,000.00	\$5,504.59	
	INSURANCE	\$ 11,000.00	\$2,194	
	CONCESSIONS	\$ 3,000.00	\$1,874.60	
	PAYROLL LABOR & TAX	\$ 85,000.00	\$20,622.34	
	PAYROLL SERVICE	\$ 2,000.00	\$946.99	
	PROFESSIONAL FEES	\$ 4,500.00	\$1,556	
	REPAIRS AND MAINTENANCE	\$ 20,000.00	\$55,326.63	Includes \$35,500 for concrete
	TAXES AND LICENSES	\$ 1,200.00	\$891	
	UTILITIES AND TELEPHONE, INTERNET	\$ 8,000.00	\$984.79	
	WATER AND SEWER	\$ 14,000.00	\$5,103.35	
	SBA LOAN (P&I)/BANK FEES	\$ 3,320.00	\$2,250.64	
	STOCK REDEMPTION	\$ 1,200.00	\$0	



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	MNGMT CO	\$ 10,000.00	\$4,000	
	REFUND of Maintenance	\$ 3,500.00	\$2,100	
	CAPITAL IMPROVEMENTS	\$ 20,000.00	\$29,686.66	Includes playground and grading
	EVENTS		\$644.01	
	MISC		\$8,806.27	Includes the \$5000 moved to savings, \$1,645 from SD banners from previous year, \$1595.27 in membership refunds
	<b>TOTAL EXPENSES</b>	<b>212,220</b>	<b>\$149,849.54</b>	

DRAFT 2024 BUDGET					
REVENUE		2024 BUDGETED	EXPENSES		2024 PROJECTED
	DUES + MAINTENANCE FEE	\$185,000		ADVERTISING	\$500.00



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	FEES - GUESTS	\$4,000.00		CHEMICALS AND SUPPLIES	\$25,000.00
	CONCESSIONS	\$10,000.00		LANDSCAPING AND TRASH	\$7,500.00
	SWIMMING LESSONS	\$3,000.00		INSURANCE	\$11,000.00
	INTEREST INCOME	\$350.00		CONCESSIONS	\$3,000.00
	BANNERS	\$6,500.00		PAYROLL LABOR & TAX	\$90,000
	FUNDRAISING AND SPECIAL ACTIVITIES	\$7,500		PAYROLL SERVICE	\$2,000.00
				PROFESSIONAL FEES	\$4,500.00
	SWIM AND DIVE	\$1,000		REPAIRS AND MAINTENANCE	\$25,000
				TAXES AND LICENSES	\$1,200.00





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## MEMBERSHIP REPORT:

The 2023 Parliament Pool season has been a stellar year in terms of memberships, both renewing and new Members and SSP's. In 2023, we had a **total of 325 Members and SSP's**. Here is a more detailed breakdown with comparisons to recent years:

<b>2022 Total Members and SSP's</b>	<b>291</b>
<b>2021 Total Members and SSP's</b>	<b>287</b>
<b>2019 Total Members and SSP's</b>	<b>266</b>
<b>2018 Total Members and SSP's</b>	<b>273</b>
<b>2017 Total Members and SSP's</b>	<b>254</b>

### Breakdown of 2023 Numbers:

**Total Returning Members: 207** (2019: 149; 2021: 158; 2022: 181)

- Family 153
- Senior 44
- Family of 2 7
- Individual 3

**Total Returning SSP's: 59** (2019: 63; 2021: 36; 2022: 39)

- Family 25
- Senior 8
- Family of 2 0
- Military 19

**NEW Members: 29** (2019: 18; 2021: 32; 2022: 31)

- Family 26
- Senior 1
- Family of 2 2
- Individual 0

**New SSP's: 35** (2019: 18; 2021: 59; 2022: 37)

- Family 15
- Senior 9
- Family of 2 3



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- Military 8

## Miscellaneous: 2

(2019: 18; 2021: 2; 2022: 3)

- Board approved special membership 1
- August Only SSP 1

## Summary:

The PPA formed a marketing committee in the off-season to strategize on recruiting and maintaining members. This seems to have worked. Some recommendations for next season:

- Create a new marketing committee to work closely with the board and the S&D committees
- Refresh any marketing materials
- Advertise at local schools, to include KP/KG and Ravensworth, and attend events where relevant
- Continue to advertise in the Kings Park Gazette

Fee structure increases and updates were implemented for the 2022 season, but remained steady in 2023. Due to inflation, the rising cost of materials and supplies, and the pool's aging infrastructure that requires ongoing maintenance, it is recommended that new fee increases are implemented.

- Increase initiation fee to \$400
- Increase ALL returning member dues by \$25
- Increase ALL SSP membership by \$50 dues EXCEPT new and returning seniors that would only go up by \$25

It is our hope that increasing the fees incrementally over the years will not hinder the membership from renewing their dues or new members from joining. We will continue to review comparable neighborhood pools/facilities and their rates to ensure we are staying on par with them. We believe that members are seeing the value of their annual membership, especially given our increased offerings, refreshed facility, and investment in our future.

## Operations Report

This year's operations was chaired by Rob Belloni and supported by Amber Belloni. Amber deserves special recognition for her dedication and hours upon hours of behind the scenes administrative work to ensure every staff member had what they needed from a training and support standpoint to do their job.

Our commitment at the beginning of 2022 and continuing in 2023 was to the following:

Take care of your staff and they will take care of the members, and the members will come back.

We have made every effort to deliver on this commitment as a Board.



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## Staff

Gabe Brothers rejoined the staff to start the season as the Pool Manager before leaving for the Army in June. Ben Merlo was hired as assistant manager and was promoted to head manager upon Gabe's departure. They were a strong pair and set us up for immediate success to start the season. Gabe and Ben have been joined by Harper Magnuson, and Sabi Ryan as Assistant Managers. Additionally, we have Maura Caines as a substitute assistant manager. Jillian Reilly, and Megan Wallace took their operators class in June and are certified pool operators and are training to lead shifts in August, as substitute assistant managers like Maura, when the managers start departing for college. We had 10 new guards join the team with 9 returning lifeguards from last season. There are 11 staff members who are not on the Parliament swim and dive teams which was an area we intentionally focused recruiting efforts to ensure staffing during swim meets and eliminating conflicts with coaching and practices among the staff.

Minimum wage increased in Virginia on January 1, 2023 to \$12.00 an hour and will increase to \$15 an hour by 2026. This needs to be factored into all decisions the Board and Membership make moving forward as we will need to continue to be fiscally responsible due to these increased labor costs.

## Below is a breakout of current staff by position.

Manager 1

Assistant Manager 2

Substitute Assistant Manager 3 (3 are also included in lifeguard category below)

Lifeguards 19

## Staff Training

We completed in-service employee-training sessions in June, July and will hold one more on August 13. This is in addition to 3 additional pre-season training sessions in May. The in-service training includes stations the staff rotate through to keep their skills current related to standards at Parliament Pool, First Aid/CPR/AED, lifeguarding skills, and customer service. We also took the time to recognize staff accomplishments and brought back the sweatshirt incentive to the delight of the staff. After training the staff enjoy snacks and root beer floats and play a game of water polo. Staff incentives were funded by private donation and not the pool funds.

Rob Dean from NV Pools has worked closely with us this season on filtration management to improve the efficiency of the aging system. His decades of service with NV Pools have proven to be an invaluable resource for the Pool Operators as they have worked to standardize their actions with vacuuming, chemical adjustments, equipment, documentation, and communication.

## Concessions



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Similar to the last few seasons, we kept the concessions area at the front desk. Concessions have been purchased by Rob Belloni and ice cream is ordered through Scoops 2 U on a weekly basis. The implementation of Pool Dues this off season made for some challenges and a steep learning curve but we are hopeful the efficiencies outweigh the inconveniences of the new resource.

### **Group Swim Lessons**

Led by Laura Heim, a member volunteer, and coordinated through the operations team, a team of lifeguards taught group swim lessons for four weeks this season with all weeks filling up with 20 swimmers. Feedback from parents and swimmers was very positive and appreciative of the lifeguards' efforts. Pool Dues was used this year for reservations, Waiver, and payment and was a tremendous time saver for the volunteer coordinator.

### **Facility Reservations**

The multi-purpose room and picnic area were again available for reservation by members. Again this year, to ensure the space is available and clean before the event, there are set reservation times (11:30am-2:30pm and 4:30pm-7:30pm) that enable the staff to have the space clean before and after the event. This year we also used Pool Dues to reserve and pay for the facility reservations which was very efficient.

### **Lap Lane Reservations**

The lap lane reservation sign-up moved to pool Dues this season again with two lanes available Monday-Friday and one lane available on weekends and holidays. Based on last season's feedback the lane reservation times continue to be 45 minute time slots and can be reserved by members from launch day up until day of if available. We have a very enthusiastic population of lap lane swimmers among our membership and we have received numerous comments on how important the lap lane reservations are to members. We have stressed to the staff the importance of keeping our younger members from crossing through the lap lanes and hanging on the lane ropes.

### **Safety**

In 2023 we enhanced our focus on safety by ensuring we have adequate staff during operating hours and employing a 2 guard up philosophy. Two guards in the chair with two guards available to rotate around the pool and front desk. Two guards in the chair is a must when we have any swimmers in the dive well, main pool, shallow end, and baby pool simultaneously. This ensures proper scanning and eases the stress on the staff.

We continued to require a swim test for children who want to swim in the deep end and go off the diving board. The test includes swimming one full length of the pool without touching the bottom and the ability to tread water for one minute without touching the bottom. Additionally, for the safety of all members, we have been enforcing the lap lane rules and have been reinforcing the importance of this with all guards.



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### **Future Capital Improvements related to operation of the pool**

As highlighted in the operations report, we have fostered a strong partnership with NV Pools and longtime employee Rob Dean. He is a legend in the industry and has become a trusted advisor to the pool. Mr. Dean does not try to “sell” us on what we don’t need. He met with the team recently and this is the feedback and direction on our high priority areas:

#### **Robot:**

Our robot vacuum, little Mikey, has been working hard all season. Going in at night it does in one night what a human could do in a week. The results are remarkable. NV pools have shared they can assist with any parts or repairs needed to the vacuum. A \$3k reserve should always be on hand should the robot fail in season to ensure we can continue to maintain our crystal clear pool

#### **Pump House:**

Good News! A structural engineer assessed our pumphouse in 2022 and determined the building is not in danger of collapse and safe for use. Recommended some patching to address degradation and roof work to create a slope and drainage. With the recommended work the pump house could stand for another 60 years!

#### **Pump and Filter:**

Our 60 year old filtration system is on life support. We made some improvements to the fiberglass tank in the offseason patching an internal crack that was leaching dirty water back into the pool. This patch improved the filtering but the inefficient and aging system needs daily maintenance and is extremely labor intensive To maintain the necessary flow rate over 400 GPM we must recirculate the tank daily and sometimes, backwash daily. The delicate filters are aging, costly, and difficult to clean and replace. This labor intensive process is also costly in the way of materials. Knowing the pump house is relatively sound allows us to use the space to house a new and modern system.. We thought we might have (2-4 years) left on this system however this has not proven to be the case and it is critical we upgrade this offseason. It is recommended we move away from a costly DE system, which is considered best, @ \$120K and move to a Sand Filter between \$60K and \$80K. Once we have the bids back from vendors and we assess the finances in the off season, decisions can be made. **It is not recommended we proceed into the 2024 swim season with the current system.**

#### **Caulking:**

With the exception of the new deck area, it is recommended the entire pool be re-caulked.

#### **White Coat:**



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We have at least one, maybe two years on the current whitecoat. Other companies had told us it had to be done ASAP. Aesthetically, it is not pretty but with rates where they are, supply chain issues, and inflation continuing to rise, this grace period is welcome. NV thinks we can address some needs for \$2000 and patch where needed.

### **Concrete Repairs:**

Continue to address in increments over time. We have drainage issues on the deck where we time for meets and in the corner by the baby pool/shallow end.

### **MAINTENANCE REPORT:**

No update at time of meeting

### **SWIM AND DIVE REPORT:**

No update at time of meeting

### **ACTIVITIES REPORT**

For the 2023 season, the main goal of social activities was to create a greater sense of community by diversifying the types of social activities offered and celebrate the 60<sup>th</sup> anniversary of Parliament Pool. Following last year's posture, social activities were not predominantly used to raise funds for the pool is no longer a high priority, but by adding new events such as the Grill Outs, as of July 2023 we have profited \$1326.60. Ultimately, the goal of social activities is to build a sense of community at the pool, and thereby improve the experience of current members and attract future members.

In preparation for achieving these goals, the Social Committee chair proposed at the January board meeting proposed and schedule of events and the increase of volunteer services hours for hosting events and created event host guidelines and corresponding hours.

In comparison to the 2022 season, we have met both goals, with volunteers hosting the following social activities:

1. Memorial Day Weekend BBQ in May, hosted by 2 volunteers;
2. Popsicles at the Pool in June, hosted by 1 volunteer;
3. Ladies' Night adult night in July, hosted by two volunteers;
4. Family Dinner Nights, one Taco Night in June, Tailgate Night in August, hosted by two members
5. July 4<sup>th</sup> BBQ in July, hosted by 4 volunteers



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6. 60<sup>th</sup> Anniversary Party in July, hosted by Social Chair and assisted by 10 volunteers
7. One waffle bar fundraiser, in July, in collaboration with the swim team's 3rd annual Lollipop Event, hosted by three volunteers
8. Teen Night in August, hosted by one chair and committee members
9. Bunco Night, hosted in July by one member
10. Bake-off in July, pending enough participants, hosted by one member
11. 3rd Annual BrewBQ, in August, led by one member with help from the Social Committee chair and at least one other member

### Events Canceled Due to lack of volunteers

- Father's Day BBQ
- Regatta
- Shrimp Boil
- Bake-off( pending)
- Adult Night Aug. 12th( pending)

The variety of activities better reflects the interests of members, as expressed in the 124 responses we received on our Communication, Socialization, and Volunteer Opportunities survey distributed in fall 2022. We still do not have an event focused on connecting families with preschool-aged children, which might be a good goal for the 2023 season.

Note that planning for the season began with a Zoom meeting in March open to all members. = I recommend continuing this pre-season planning for future pool season social activity planning. More than half of the social activities for this season began at the March meeting.

In planning for each social activity, the Social Committee chair talked with each volunteer host by either Zoom, phone, and/ or email to ensure the hosts had timely promotion, sufficient resources, and consideration of other details, such as alcohol licensing, food options, and accepting funds.

### LOOKING FORWARD:

Some of the most important and challenging tasks facing Parliament Pool Association continue to be maintenance and upkeep of the pool facilities, retention of current members and SSPs and increasing membership. While self-managing a pool staff of young adults continues to be a challenge, the priority is now upgrading our filtration system and implementing an automated chemical regulation system (CAT System). This will not only save us in chemical costs but also in labor costs and guarantee the pool can operate issue free long term and create a more consistent and less labor intensive operation of the pool.

Additionally, with this much needed filtration upgrade and the continuing increase in labor costs, and supplies, it will be necessary to increase dues incrementally over the coming years.

Monthly meetings continue to be held either in person at the pool when possible or virtually and are communicated to all members. All of our meetings are open to members and SSPs. We welcome greater participation in the off season so we can continue to have a successful community pool.



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### **YOUR CURRENT BOARD:**

Rob Belloni President

Vice President, Laura Otto

Secretary, Colin Wiemer

Michelle Stanley, Treasurer

Shelley Miller, Activities

Charlotte Hannagan, Membership

Jason Burnside, Swim & Dive

Rob Beloni, Acting Operations Chair

Nick Rotteveel, Maintenance