

Bottineau Pool Committee Meeting

Wednesday, April 2, 2025

Bottineau City Armory – East meeting room @ 6:30pm

Present: Kirsten Hopp-Committee chairman, Erica Hamilton, Kierney Shultz, Janelle Monson-Manger / CPO, and Maintenance/CPO, Greg Stewart-Council representative & Sandra Jensen-Secretary.

Absent: Kyleigh Evans

Visitor: Michelle Cauley

Meeting was called to order at 6:30 pm

Motion was made to approve meeting minutes from September 11, 2024 with the change of removing Hattie Albertson from Present list by Shultz. Motion seconded by Hamilton. All aye, Motion passed.

Resignation of Allison Getzlaff was received effective 3-31-25. Thanks goes out to her for all her years with the pool board. A short discussion held on the potential new board member, Stewart will take name to City Council for approval.

Monson discussed the applications received and the crew that has been hired. She is checking into the training schedules to get everyone in for their needed certification training. Potential lessons dates have been tentatively set, and plans to ask for assistance to pay for Flippers and Level one lessons was discussed.

Fees for the pool were raised to the following rates:

Single session day pass	\$ 5.00
Aerobics/ lap swimming	\$ 5.00
Single season pass	\$125.00
Family season pass	\$200.00
Lessons/session	\$ 75.00
Private parties	\$200.00
Private parties (during pool hrs.)	\$100.00
Reserved pool (Sat/Sun after hrs.)	\$250.00

Pool will be closed during the 4th of July

Pool will have free swimming during the car show in August.

Options were discussed regarding how to get the splash pad put into the old baby pool area, in a timelier manner. Employees will be painting the pool this year. Stewart and employees will work on general maintenance to prepare for opening of the pool. Monson discussed her options for purchasing supplies needed for the day to day operations of the pool and that the system for Employees to use time cards as in previous years, has been started up.

Wages for the new pool employees were discussed. Stewart made a motion for new hires to start at \$11.00/hr. motion was seconded by Shultz. All aye, Motion passed. Board will be meeting with new employees regarding their jobs and what is expected of them for the 2025 season.

Next pool meeting: TBA.

Meeting Adjourned 8:05 pm

Submitted by:

Sandra Jensen, Pool Committee Secretary

Swimming Pool Committee Meeting

Monday, June 16, 2025 @ 7pm

Bottineau Swimming Pool

Members present: Kirsten Hopp, Erika Hamilton, Michelle Cauley, Greg Stewart

Agenda: move to approve agenda, Greg, 2nd- Michelle.

Approval of meeting minutes: move to approve last meeting minutes- Erika, 2nd- Michelle.

Due to too few pool board members, we were concerned that no meeting can take place. Chris Clemens and Rachael Condit are very interested in a seat on the pool board. Some members have expressed a desire to leave the board due to other commitments. We reviewed the rules of board communication, and what constitutes a meeting. There is no policy book available to members. We need to see that policy book, or the board need to write and vote on policy. With 6 total pool board members, with Greg, myself, Kirsten, and Michelle, a quorum is satisfied as we have 4 of 6 voting members.

-Raises for Janel, Greg and Dillon. There was an informal meeting to meet the guards, where only 2 members were present. No official business was handled at that meeting due to low numbers.

Previous salary: 2022, 18/ hour, raise in 2023 to 20 per hour, 2024 was 22 per hour. At this rate, the raises are around 11%, where the state rate is 2-3%. A \$1 raise is recommended and approved by the board for Janelle and Dillon.

Dillon's raise is in question. He has been doing a good job. At the last meeting it was agreed that no raise would be given to Dillon. The board does not want him doing lessons with kids.

- Pool pump and motor. Motor is up to date, we saw the new motor and the chem room. To rebuild was more expensive than replacing, so a replacement was purchased. The money was taken from funds raised for a splash pad. An HVAC person is coming in for the boilers and the hot water heater. Propane bid is in the paper, last year it was done by Allison in March, but she is no longer on the board. An ad has been placed for bids.

- Primer, Paint and Epoxy approval.

- Future board members who are parents of guards. Rachael Condit would like to take a seat on the board, but the current manager does not want parents of guards on the board. The board is supportive of parents of guards on the board as they are active at the pool. We need an odd number of members, and the board would like to consider both Chris Clemens and Rachael Condit. Once the board decides, Greg will take it to city council for approval.

- Stipulations on raises. We need a policy and procedure handbook. There is nothing available for us to aide in making future decisions, or looking at decisions made beyond the current board members. Safety, Severe weather, Triage events, swim test criteria, etc. need to be addressed. We will get a handbook from the pool at Rugby to reference. At this meeting, one guard was watching the pool, while all others were in the shack with their backs turned. A safety exchange happened, with one guard watching the entire pool (Ryan Biberdorf).

Vote on the raises: \$1 raise to Janelle and Greg: Roll call: Unanimous yes, Greg abstained.

No raise for Dillon: Decided last time that there would be no raise for Dillon this year.

- Other MISC...

- Priorities: Get policy and procedures book for this pool, Get one from a similar pool (rugby). Ideas for fundraising_ Coffee delivery on Mon and Fri, and possible Cash Raffle with Vets to raise money. If our prize is limited to 500, it does not require taxes for winners. Erika will contact Vets. Motion to approve fundraising efforts- Greg, 2nd Michelle. There is some interest in grants for the splashpad, working with Whitney Gonitzke. Also, the board is interested in raising enough money to cover complete splashpad rather than finding professionals to piece the job. The idea of filling the baby pool with sand was not supported by the board, although no vote was taken. For the splashpad in Tower, Dakota Fence out of Minot did their splashpad. The pool parties last year were fun, but no money was made. The subsequent parties did raise some money and were well received. Another idea was for sponsors of the pool, or looking into the pool taking out a loan to cover the splashpad. Greg will ask Penny.

We would like to see the specific guards policies. Several guards were wearing bikinis, which was new and never discussed with the Board. We need to review all uniform policies, and what is and is not acceptable, especially in a uniform that offers enough coverage with kids during lessons, when they will hold on and grab swimsuits.

Any budget proposals for next year need to be turned in by July 1, 2025.

Move to adjourn: Greg, 2nd Michelle

Next Pool Board Meeting: To be determined, contacts will come out when Board members know their availability.

Respectfully Submitted,

Erika Hamilton

Bottineau Pool Committee Meeting

Thursday, March 12, 2026

Bottineau City Armory – East meeting room @ 6:00 pm

Present: Kirsten Hopp-Committee chairman, Erica Hamilton, Michelle Cauley and Maintenance/CPO, Greg Stewart-Council representative & Sandra Jensen-Secretary.

Absent: Kyleigh Evans, , Janelle Monson-Manger / CPO, Kierney Shultz

Visitor: Rachael Condit

Meeting was called to order at 6:14 pm

Motion was made to approve meeting minutes from 6-17-25 Motion to approve minutes by Cauley. Motion seconded by Hamilton. All aye, Motion passed.

Resignation of Janelle Monson was received effective 3-12-26. Thanks goes out to her for all her years with the pool board.

Ads for Manager, Lifeguards and fuel bids will be placed in the Courant. Motion to place ads in paper by Hopp, seconded by Hamilton, all aye motion passes. Management ad – deadline for applications 4-15-26. Lifeguard ad – deadline for applications 4-26-26. Committee will be checking with Ruy for lifeguard training classes.

Resignation of Committee Chairman Hopp, she will remain on committee as a board member. Motion for Cauley to be Committee Chairman by Hopp – Cauley declined, as she has a lot going on this year. Motion for Hamilton to be Committee Chairman by Hopp. Seconded by Cauley. All aye. Motion passed.

Rachael Condit would like to join the committee as a member. Motion to add as new member by Cauley, seconded by Hamilton. All Aye. Motion passed. A short discussion held on the potential new board member, Rachael Condit, Stewart will take name to City Council for approval in April.

Cauley and Hopp would like to see new changes made to current pool policies to update them to needs of current times. Cauley and Hopp will work on new policies and present them to the committee at the next meeting.

Hopp will talk with City re: current and future pool funding.

Next Meeting: 3-26-26 at 6pm at City Armory – East Meeting Room

Meeting Adjourned 7:30 pm

Submitted by:

Sandra Jensen, Pool Committee Secretary