

**Black Point Beach Club Association**

**Board of Governors**

**Special Meeting**

**Wednesday, December 12, 2018**

**6:00Pm**

**Black Point Beach Clubhouse, 6 Sunset Avenue, Niantic CT 06357**

**AGENDA**

**1) Call Meeting to Order and Attendance**

**2) Personnel**

**a. Secretary Position**

**3) Reports**

**Club Program - Ronnie Phelps**

**a. Report on Club Program**

**b. Surveys of Director and Club Staff (sent to Kevin - never verified)**

**c. Request to Form a Personnel committee to**

**review job descriptions for Club  
develop job postings for Club  
interview candidates for Directors**

**d. Evaluations**

**(researched protocols and since it is Board Policy to conduct Evaluations and they were discussed at meetings to be conducted- a vote is needed to formally cancel them. A single Board member cannot make the decision without vote. Need to document this.)**

**e. Closure of 2018 Club Program**

**i. Club Registration Records**

**ii. Club Attendance**

**iii. Swim Attendance/Records**

**iv. Tuition Receipts**

**v. Counselor/Volunteer Evaluations**

**f. All Materials associated with program not in our possession (keys, office supplies, etc)**

**g. Follow Up/Questions on Training/How the Board Operates**

**i. Emails**

**ii. Member input (Residents bringing Concerns to individual board members.)**

**. Made to BOG Members**

**. Made to Chair**

**h. Conflict of Interest**

**4) New Business**

**a. Beach Manager Position**

**5) Executive Session - Personnel**

**Full Board discussion of Club Director**

**4) Adjournment**