

Draft Pool Season 2021 Responsibilities

1. Attorney

- a. Develop “hold harmless/risk assessment” documents
 - i. Association and PA
 - ii. Pool attendees
- b. Review appropriate pool documents
- c. Provide interpretation and guidance on government guidelines and mandates

2. PA

- a. Implement contract requirements
 - i. Complete all Pool preparations
 - ii. Hire and train lifeguards
 - iii. Identify operational issues/problems
 - iv. Monitor lifeguards’ health and report issues to management
- b. Follow federal, state, county and city guidelines and mandates
- c. Follow FV instructions as required
- d. Provide options to Management for maintaining wading pools during pool season
- e. Provide needed information to the Operations Manager for his weekly reports to the Board

3. Management

- a. Develop and implement pool registration system including acknowledgment section on Covid questions
- b. Install and maintain hand sanitizer stations at pool entrances and in bathrooms
- c. Mark and maintain social distancing spaces on pool decks and entrances
- d. Develop and communicate pool rules, hours and operating procedures
- e. Oversee pool operations and contract
- f. Identify and follow up violations
- g. Prepare weekly reports to the Board, including progress in meeting milestones established to ensure pools open on schedule and operate in accordance with all federal, state, and local government requirements and any violations and their disciplinary outcomes
- h. Ensure transparent and continuous communications to the community in cooperation with the Pool Season 2021 Working Group and Pool Committee
- i. Propose community communications plan to include frequency, media and content/topics
- j. Maintain hard copy and electronic back-up “hold harmless/risk assessment” agreement for each pool attendee and health questionnaires for each reservation (Evidence if someone sues the Association)

FV and PA: follow federal, state and local directives, guidelines and mandates.



Fairlington Villages,
A Condominium Association

Charter of the Fairlington Villages Pool Season 2021 Working Group (PS 2021 WG)

January 29, 2021

BACKGROUND

As a result of comments and suggestions provided by residents during the Residents' Comments period at the January 13, 2021 Special Board Meeting a Pool Season 2021 Working Group was established. A call for volunteers was announced in the February 2021 Newsletter

PURPOSE

The PS 2021 WG) will:

1. Research lessons learned by other pools as well as lessons learned by South Fairlington Associations who opened in 2020.
2. Propose pool operation options including hours, attendee restrictions, rules, etc.
3. Develop a communications plan to ensure transparency and clear open information throughout the community.
4. Determine how residents can assist in ensuring a successful pool season.
5. Offer other pool season related proposals.

LEADERSHIP AND MEMBERSHIP

Ward I Director and Board Liaison to the Pool Committee, Jessica Auston, and At-Large Director, Anne Wasowski will serve as co-coordinators of the PS 2021 WG. Membership is open to all interested Fairlington Villages owners and tenants.

TIMELINE

The PS 2021 WG will provide periodical written updates to the Board of Directors. These updates will at least be monthly starting with February 2021. PS 2021 WG recommendations must be provided to the Board of Directors by April 1, 2021.

MEETINGS

Because of the pandemic and group size restrictions the co-coordinators will arrange virtual meetings. The Fairlington Village conference call number will be available. The schedule and notice of meetings shall be provided to Management so that they may be announced on social media. The PS 2021 WG may transact some business electronically.

ADVISORY CAPACITY

The PS 2021 WG serves in an advisory capacity to the Board of the Directors. General Manager Greg Roby shall serve as Management Liaison. Operations Manager Mark Johnson will assist. The PS 2021 WG is authorized to consult with Management. All requests to Management for information and assistance shall be made by the co-coordinators.

Terry L. Placek
President

CC: Board of Directors
Management