



YMCA

We build strong kids,  
strong families, strong communities.

May 24, 2005

Mr. James Falvo  
Warren County School District  
185 Hospital Drive  
North Warren, PA 16365

Dear Mr. Falvo,

Please read through the amended facility agreement for 2005-2006 WAHS swim team season. As stated in the agreement, the YMCA has requested practice times to be in the time slot as the 2004-2005 season with any home meets not to exceed seven (7) per season. The \$70/hour fee will include the monthly rental plus the cost of lifeguards and can be split into nine (9) equal payments as per the school district's approved budget or budgeted on monthly usage.

Please note, the YMCA will need a copy of the Warren County School District's certificate of insurance accompanied by the signed agreement form and number of hours needed for the 2005-2006 season no later than July 31, 2005.

Sincerely,

Cathy Peterson  
YMCA Aquatic Director



YMCA

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## WARREN COUNTY YMCA Facility Agreement

### Introduction

This agreement prescribes the rules and regulations under which the YMCA shall make its facility available for use by non-YMCA groups. Any questions concerning the interpretation of this policy will be referred to the Executive Director or a designated member of the staff.

### Primary Use

The facility of the YMCA is first and foremost for the use of YMCA members and regularly scheduled YMCA programs and activities. When these facilities are not in use by YMCA members and/or groups, they may be reserved for non-YMCA groups.

### Non-YMCA Groups

The YMCA will make its facility and/or property available only to non-YMCA groups that meet the following criteria:

- Groups whose purpose and objectives are generally compatible with those of the YMCA and who do not seek to exploit the YMCA name or constituency.
- Groups that are willing and able to take responsibility for their activities and who are willing to abide by the YMCA's rules and regulations.
- Provide and designate a representative who participates in an orientation of the facility, its processes and policies one week prior to the event.

### Priorities for Use

Priorities for the use of facilities, property and/or equipment by non-YMCA groups will be given to Religious, Social, Educational, Civic, Cultural and Community Service Groups.

### Supervision

All groups will be required to designate an individual, 21 years of age or older, who will be responsible for the conduct of the group. This designated group leader must meet with YMCA staff prior to the anticipated use to review this agreement, rules and regulations, and be oriented regarding each facility and/or equipment to be used. The YMCA will require a minimum ratio of adult supervisors as follows:

- 1 adult to 20 youth, age 15-18 years of age

This ratio may be achieved by the use of additional qualified coaches or volunteers of the group. The YMCA reserves the right to assign the appropriate number of YMCA certified lifeguards employed by the YMCA.

Warren County YMCA • 212 Lexington Avenue • Warren, Pennsylvania 16365  
phone: 814-726-0110 • fax: 814-726-7124  
A United Fund Agency

## **Standards of Conduct**

Any conduct contrary to the purpose of the YMCA is prohibited. The use of all forms of tobacco, alcohol, and/or illegal drugs is specifically prohibited anywhere on the property or in the facility. The YMCA reserves the right to dismiss any individual and/or group that does not maintain the rules of conduct.

## **Certificates of Insurance**

All groups will be required to provide a Certificate of Insurance (General Liability) naming the YMCA as an "additional insured". Vendors of groups using facilities and/or property shall provide a Certificate of Insurance. Coverage extended to the YMCA shall not be less than the association carries and shall be provided one month prior to the season.

## **Responsibility for Damage**

The individual responsible will be accountable for sharing rules of conduct and the group shall be responsible for all damages to the facility, property and/or equipment caused by the group. The group shall be notified within two (2) business days of the damages and payment required.

## **Loss of Personal Property**

The YMCA assumes no responsibility for the personal property of individuals or groups utilizing the facilities and/or property.

## **Use of the YMCA Name**

Use of the YMCA's facilities does not imply endorsement or sponsorship of any event by the YMCA. Therefore, promotion shall be designed in such a way that no suggestion of endorsement or sponsorship is implied.

## **Admission Fees**

The YMCA acknowledges that the Warren Area High School charges an admission fee to enter the pool deck for high school swim meets. It will be the responsibility of Warren Area High School to collect these fees.

## **Food**

Use of a caterer and/or concession sales may be subject to approval of the YMCA.

## **Decorations**

Decorations for any event may be used only upon prior approval of the YMCA. Removal of decorations shall be the responsibility of the Warren Area High School Swim Team.

## **Rate Schedule**

Room: Swimming Pool

Rate: \$70 per hour (inclusive of rental fee and lifeguards for practice/meets). \*Fee to be divided into 9 equal payments September 2005 through May 2006.

\*Meets based on maximum of 7 home meets (not to exceed four hours each) and practices may be held Monday through Friday early morning and Saturday mornings during the winter sports schedule. (2004-2005 season practices included Monday through Friday 6:30-8:00am and Saturdays 7:15-8:30am. There were a total of six (6) home meets.)

## Administration

Administration of this agreement shall be the responsibility of the Executive Director or a designated member of the staff. Exceptions to the agreement shall be approved by an officer of the YMCA Board of Directors.

Group Name: Warren Area High School Swim Team

Contact Person: Mr. Jeff White, Athletic Coordinator, Warren Area High School

Board President: \_\_\_\_\_  
SIGNATURE

Date: \_\_\_\_\_

Staffing Requirements: 1 lifeguard for practices and meets

### Meets:

- Set up/take down is the responsibility of WAHS Swim Team
- Clean up of pool deck after meet is the responsibility of WAHS Swim Team
- Home meets are to be scheduled for evenings beginning with set up at 5:35 p.m.
- No more than seven (7) home meets per season
- Copy of meet schedule must be given to the aquatic director no later than October 31, 2005, to get on the YMCA pool schedule

Certificate of Insurance received: \_\_\_\_\_ (staple to agreement)  
DATE

Group Name: Warren YMCA

Contact Person: Cathy Peterson, Aquatic Director

Aquatic Director: \_\_\_\_\_  
SIGNATURE

Date: \_\_\_\_\_