



Parent Board of Directors Meeting – Approved Minutes
July 28, 2011

1. Call to Order: Meeting called to order at 5:33 p.m.

- A. *Present:* Jerry Beatty, Bernie Norvell, Joleen Ossello, Liz Petersen, Tiffany Tulley, André Yanez, Derek Hutchinson. *Absent:* Alan Mitchell
- B. *Approval of 7-28-11 Agenda: Motion: JO/TT, all in favor*
- C. *Approval of 06-23-11 Minutes: Motion: LP/JO, all in favor*
- D. *Financial Report.* See Budget Information, below.

2. Public Participation

JB submitted his resignation as a board director. He cannot devote the time needed to the team, especially with no swimmer on the team. He's been on the board for an additional year despite his daughter not swimming, and he has too many other commitments. (Letter of resignation submitted by Jerry.) Jerry's willing to still help the team. If anyone has any questions, don't hesitate to call. It's been a good experience and he appreciated working with everyone.

3. Correspondence , Written and Oral

- A. Receipt of Alan Mitchell's resignation as board member (submitted via email)
- B. Receipt of Coach Junior's email declining the Head Coach/Team Manager position
- C. Receipt of André's email regarding her change in situation
- D. Receipt of Risk Management Insurance

4. Consent Calendar: Committee Reports

- A. *Finance:* Becky Walker is hitting the fundraising hard.
- B. *Marketing:* LP must revise the brochure asap and send to Holly, plus make copies for the Center. She has been waiting to work on team Website in the event we approve purchase of Team Unify for ease of updating. This issue has been continued.

- C. *Liaison*: AY met with Jim Hurst; he is willing to negotiate lower lane fees plus give us a three-year contract. AY mentioned December swim meet, she asked him to be frank with her about whether the center will stay open. Jim says the Center will stay open; hours and/or pools may close. We may have to shift our practice times depending on what happens. DH wants us to ask about negotiating a lower price for swim meets, however, AY says Jim Hurst is pretty firm on the fee for swim meet weekend.
- D. *Membership*: 1) Could we be a satellite team of Ukiah Dolphins? AY talked to Peggy Ramirez; in the past they have discussed this with other teams, but if Ukiah High School found out they were paying a bill for higher lane fees, UHS would then begin billing UD. At this point, UD only has to maintain lane lines and equipment in exchange for their practice lanes.
- 2) AY met with Shannon Smith and Lisa Spradlin to go over membership duties. AY submitted Membership directions for Board Director binders; we each should have a copy of all job duties.
- 3) Some items should be either a treasurer duty or a treasurer duty. Dues: There needs to be a better structure so that the person accepting dues is only accepting the dues. Bookkeeping/financial people should be following up with parents who are late in paying.
- 4) Number of swimmers at the pool: avg about 20 per day. We have some new 8th grade boys swimming.
- E. *Swim Equipment*: If we can figure out a way for the kids to get swim snorkels, that would be great. Maybe start with silver group. Equipment order form with NorCal Swim Shop is ready to go.
- F. *Hardship*: No report.
- G. *Fundraising*: Becky Walker is working on several things with Juanita Yanez and others. AY gave Becky the go-ahead to proceed.
- H. *Board Development*: Rob Borcich interested in joining the board but we would have to change the day. He has not filled out the application yet. Some interest also from Lynne Rynerson-Baumgartner.
- I. *Grantwriting*: JO working on PacSwim diversity and outreach grant which is due by October 1. She will break it down into parts and will get in touch with the appropriate people for the answers (i.e. DH for goals, Tiffany for financials). JO will apply for the Mendocino Comm. Foundation grant for 2012. Application is not available yet. The Cummings Foundation has grants available for athletics and scholarships and local kids' activities. Petersen Law Ofc is in charge of this. FBHS has information about this foundation on their website. JO to investigate.

Coaches Report:

- 1) We have dedicated swimmers. We have some new kids; swimmers are all moving in the same direction and are getting their basic skills down really well. Ukiah meet had the least amount of DQs. We've been working on technique alternating with aerobic work. Victoria and Cecile are the only swimmers right now who can do the harder workouts because they've

got the technique down. Working on getting the kids all on board with correct technique.

2) Fun practice today; It was Kevin's last day, and the kids pushed Kevin in the pool. Did open water drill.

3) Kevein, Skip, DH and BN met to put together a coaching proposal for Fall.

4) Derek requests a change in the fall schedule to a 4:15 p.m. start time, with aquatic center approval. JO motions to change swim team start time to 4:15p. BN seconds.

5) JO: Thanks DH for responding to the swimmers and making a survey sheet about their goals; involving the kids in their own team. Kids tend to complain to their parents rather than talking to coaches, so the survey sheet is appreciated. Improving team morale a great idea, and working as a team more important. She is hoping we can get an update on the practices; perhaps coaches can make a binder and provide those for parents to look at during the week. Board would like to see what practices entail. JO doesn't know anything about Skip. He's a retired teacher, surfer, swam through college, doesn't seem very into this. BN got that he's getting more motivated. He's quiet. BN trusts him. DH and SS working together to plan calendar and practices. JO suggests it would be great to see him at a meet or two.

6) AY: When practice calendar gets set, can the coaches update that via Google calendars. DH says he can do this if she sends him the login info. AY wants to make sure that coaches get paychecks and that system continues, because AY will not continue to be intermediary between coaches and bookkeeper. How best can coaches get their check? TT says she can put checks in the locker and coaches will pick up.

7) Awards ceremony: End of August. Ken Susman has offered his house. Afternoon BBQ and awards ceremony. AY ordered JO caps.

5. New Discussion, Business or Action

1) Results from parent questionnaire/discussion: Did everyone look at that? Joceyln Sugure will be team historian; Becky W, Tina Hopper, Shannon, Juanita on fundraising committee. Anna B will be committee liaison: she will be the point person and make sure that everyone will be meeting and doing what they're supposed to. Shannon and Lisa will share membership duties. No one else has offered to help. No one else has stepped up to be a board director. LP concerned that we don't have more parents on board for board membership; esp. since AY cannot continue, TT either, indefinitely.

2) Rob Borcich: will send him the board application.

3) Need thank yous for Jerry, Alan, and Kevin. Invite them all to the award ceremony. What do we want to give them?

6. Old Business

1) Budget: Add money in for fundraising expenses; can we add grant money; can we add reimbursement to coaches for attending meets?; fundraising expenses can float as a negative until it gets reconciled. JO says that MCF will give \$500-5000. Diversity grant divvied up between 3 teams (\$10K).

Revisions:

Add \$2,500 for grants

Reduce lane fees/rental by approx. 1/4 (\$3,300)

Income: Monthly fees: \$2,000

Coaches Meet Reimbursement (payment for attending meets): \$3,144

Fundraising: add \$2,000

Motion to approve budget with these changes: TT/BN, all in favor

7. Discussion:

1) Kevin wants to be here but he can't with his family situation. Skip can do two days. Derek can only do two days/ week. Kevin and Skip say that if Derek wasn't here, the wet side would not be happening. Derek is just trying to keep the team going.

2) Motion to approve DH as interim head coach and to boost his pay to \$14/hour. JO/BN all in favor.

3) Metal box with lock to put on counter at MCRPD. AY will talk to Center about where we can put this.

4) What can we do about AY's absence for board meetings? André verbally submitted her resignation as board president. Can we advertise for board members from the community? TT suggests we digest and come back to this issue.

5) Next Executive Session: Thursday, August 11

8. Adjournment: 7:30 p.m.

Respectfully submitted by

Elizabeth Petersen, Secretary