

**BPRSTPA BOARD MEETING**  
**06/20/2023 6:30 PM**

**Attendance:** *Janis Jackovic, Dana Wilmer, Justin Strock, Kathy Strock, Jeff Gavin, Linda Blocklin, Christina Ratti, Heather Schubert, Naomie Moffatt*

**Vice President – Janis**

- **Senior Zones in Buffalo, NY**
  - **Aug. 2 - Aug. 6**
  - 2 swimmers currently going, rented a van
    - rental cost approx. \$350
  - Taryn and Janis will split the cost for fuel
    - (approx \$125 for fuel for trip)
  - Board vote needed to rent van,
    - approx. \$250 additional expense to rent van
    - **MOTION - Janis**
      - Motion to have club pay \$350 - \$355 for a van for senior zones Aug. 2- Aug 5 for the two swimmers or if more all will ride with Jeff
        - 2nd - Naomie
      - **Unanimous Motion passed.**
- **Community Day**
  - **September 9th**
  - General discussion regarding usual profits.
    - total net approx. \$4000.
    - Last year net profit was \$2800.
      - Split with high school boosters was not 50/50 in 2022.
      - Shared about 30%, \$1200, with high school boosters last year.
    - Boosters have asked to share profits because both booths are put together and swimmers/parents both working these.
    - Greater participation of volunteering from the club team than just the high school booster side.
    - **MOTION - Janis**
      - To share profits with high school for community day on September 9th.
      - Janis tabled the discussion.
        - More information needed on how to split the amount.
        - General discussion regarding continuing the discussion with more information and voting in July.
- **End of Summer Picnic, Spreading Oak 7/27 4PM - 9PM**
  - Cost \$175

- Janis created Google Form to ask for the number of families, main dish, appetizers, desserts.
- Approx 10 - 12 cases of drinks in storage.
- Did not request an alcohol permit
  
- **Pirate Game, Sunday, October 1st @ 3:05 PM**
  - This is a “USA Swim Night” activity
    - USA swim activity before the game
    - Pirate cap
    - \$5 pre-loaded ticket
    - \$250 down payment needed
      - Need at least 9 tickets to recover the down payment cost.
    - Upper level seating
    - Janis has prepared a general interest Google form and a Google form for how many tickets needed
    - This event would be fully funded by the families
    - \$27 per person per ticket.
  - General discussion regarding event leader, for social events, to manage a spreadsheet of payment information and to follow up with families for payments if needed.
  - General discussion regarding possibly assessing a charge for social events through TeamUnify
  - Use of a spreadsheet is currently the preferred payment.
  - Interest survey tabled until July or pending interest survey results.

### **By-Laws and Parent Handbook - Dana**

- Revisions
  - Proposed making updates to reduce number of emails
  - Emailed documents to board from Mt. Lebanon Club
  - Taryn would like revisions made by 7/7
  - Votes can then be made at July meeting
  - Request to make changes in colors
  - Need to update travel policies, electronic communication
  -
- **By-Laws** must be posted 60 - 90 days prior to membership meeting
  - Christina would like to update the volunteer section of By-Laws (participation and volunteerism)
  - Heather would like to update the buy out option of concessions. (currently nothing in doc)
  - Dues fees - update this in by-laws
  - Board Positions - update this in by-laws

- General discussion regarding adding concession information in the Parent Handbook and parent slide for parent meeting and not in the By-Laws.
- General discussion regarding change of roles on board, ex. “Team administrator.” This is on the BP website. This position is currently not filled but is not in the By-Laws.
- General discussion regarding definitions of Membership (not needing updates), Meetings (not needing updates),
- **Parent Handbook/ Parent Slides**
  - General discussion regarding reviewing the updated Parent Handbook from 2020.
  - General discussion regarding having the Parent Handbook updated and posted by mid-August so it is ready for fall registration.
- **Parent Buddy System Idea**
  - Mentoring

### **Membership – Christina**

- **Penalty Payment Update**
  - General discussion regarding being more clear with requirements
  - Mt. Lebanon Club and York PA YMCA swim club
    - both have \$500 penalty payments
  - Feedback from some members regarding the penalty payment policy, that more communication would be helpful
  - General discussion regarding communication of updated hours:
    - Reminder of volunteer requirement and fee when requesting volunteers and following events in an email.
    - General discussion regarding having families sign a document that the volunteer hours and penalty fee are understood
    - General discussion regarding providing a link to the policy when emailing requesting volunteers and following events.
    - General discussion regarding board members each talking with 3 new members at the bonfire and asking/answering their questions
      - All of the first penalty payments were assessed for the 5 families

### **Safe Sport – Linda**

- Four (4) 18 year old swimmers completed Athlete Protection Training (Katie J., Emily J., Braylee, Emily M. )
- Haylee and Paul Kalor need to complete the training
- Kaitlin Becker (18 in July) and Zach Hoppe (18 in September) - SafeSport training needs to be completed by 18th birthday.
- Training can be completed 30 days prior to 18th birthday.
- Coach Emily and Coach Michelle need to complete some trainings (Linda sending info to Kathy and Jeff)

## Coach's Report – Jeff/Kathy

- Club Records Board
  - Taryn would like updates by 7/1
  - Jeff needs a file with records
- Upcoming Coaches Meeting
  - Group Moves Discussion
  - End of summer Meet coverages
  - Test Sets (tracking progression)
  - Hoping a coach applies to be an age-group zones coach
- *Commit* Swimming Platform
  - Justin and Jeff met with a rep regarding this new swimming platform.
  - General discussion regarding possible future change from TeamUnify to *Commit*
  - The platform will migrate everything over from TeamUnify to *Commit*
  - The platform cannot migrate credit card information
  - Does what Team Unify does and might be in a nicer format.
  - Platform might not be ready for AMS, but could be a good platform for future
  - Has a workout writing platform so swimmers and coaches know what they have done
- **Groups**
  - Coaches know swimmers moving from Bronze to Silver and Silver to Gold
  - Will know movement of swimmers from Sharks to Bronze at end of Shark season

## Treasurer – Justin

- Bank Account \$168,000
- Had \$25,000 excess last year.
- \$121,000 in dues collected this year. Exceeds the \$116,000 projection for the year.
- Expecting to break even or may run a slight excess again this year.
- Payments to rec dept - no payments made for current swim year
- Will be making a payment on first 2 quarters (Owe \$55,000 for first 2 quarters)
- Fundraising: \$13,500, Meet profit: \$11,500,
- Expenditures:
  - Coach's travel: approx. \$8,000
  - Social events: approx. \$6,000
  - Banquet: approx. \$2700
  - QuickBooks, USA Swimming, TeamUnify: approx. \$5500
  - Wave Pool: \$1,000
- Refund for Sharks swimmer Harper Z \$30 summer fee, \$15 t-shirt fee.
  - **MOTION - Justin**
    - To refund Harper Z. the \$30 Sharks summer fee but keep the \$15 t-shirt fee
    - **2nd Dana**
    - **Motion passes.**
- General discussion regarding upcoming fee structure.

- If the current level of enrollment is maintained, may not need to increase dues.
  - If an increase is needed, it should be moderate, possibly 5%.
- General discussion regarding starting swim lessons at South Park
  - If an assistant coach is needed, may need to increase dues.
  - If not need to add an assistant coach, may not need to increase dues.

**MOTION** by Janice - To adjourns

- 2nd Heather

8:43 pm