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Providing a sports program for the youth of Juneau for nearly 40 years

Glacier Swim Club (GSC) Board of Trustees (BOT)

Meeting Minutes

August 16, 2017

OPENING

The regular BOT meeting of the GSC was called to order at 5:30pm on 8/16/17 in the Dimond Park Aquatic Center (DPAC) small conference room by Corry Isabell.

BOARD MEMBERS/OTHERS PRESENT

Amy Bowers (GSC Admin), Scott Griffith (Coach), Julie Jackson (CBJ Rep), Corry Isabell (Board), Sonia DelGado (Board), Justin Kanouse (Board), Kate Peimann (Board), LoveAnn Truitt (Board), Cate Buley (Board), Savona Kiessling (Board), and Jim Grammel (Board – Masters Rep).

BOARD MEMBERS/OTHER ABSENT

Jaime Watts-Moran (for Mesa Moran – student rep) and Rob MacDonald (Board).

APPROVAL OF AGENDA

LoveAnne made a motion to approve the agenda and Cate seconded the motion. The agenda was unanimously approved.

APPROVAL OF MINUTES

July Minutes: Some minor spelling errors were identified in the July minutes. Cate made a motion to approve the minutes with the spelling corrections and LoveAnne seconded it.

CITY & BOROUGH OF JUNEAU (CBJ) REPORT

- Lifeguard training September 6-12th. You need to be 15 by the last day of the course and 16 to work. Parks & Rec is hiring lifeguards.
- **Day of Play** taking place Saturday August 19th, which will include free swims at both pools. Scott added that GSC is organizing the bussing and that the event is a joint effort between GSC and the City. GSC is essentially renting out the pool and staff (to properly track the spending for the grant). The event is focused toward kids 8-14 in age (since kids 7 and under need to swim with an adult). Cate mentioned that the community group was just fine with applying the JCF/Firefighters/Gaguine Grant to this event.
 - **ACTION ITEM:** Scott will summarize the details and send them to Cate for the grant.
- Parks & Rec is accepting swim sponsorships for businesses. Noon – 6pm with 30 minute break. The cost is \$1,500, which is essentially what the pool would bring in on a typical Saturday. The next upcoming sponsored swimming event is in October.

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- The pools are also selling swim bulk tickets and annual passes (which will equate to ~\$30/month).
- The HS meet is Friday and Saturday Sept 1 & 2 at ABP. Julie did some scheduling magic to ensure that DPAC would be open Sept. 2. The meet was originally going to be held at DPAC for one day and ABP the other.
 - **ACTION ITEM:** Amy will change the GSC HS volunteer link to show the correct venue for the meet.
- Due to recent thefts, Julie reminded everyone that valuables should not be left in the lockers at DPAC unless they are locked up. Locks can be purchased for \$5. Folks can also bring their own locks from home. ABP isn't experiencing the same level of theft as DPAC. Julie had asked Scott to send out the same reminder to the swimmers (which he did).
 - **ACTION ITEM:** Julie asked the board to share with parents by pool staff are occasionally stopping or questioning folks who are entering the locker room.

COACH'S REPORT (PRESENTED BY COACH SCOTT) - See attached report

- Attendance numbers are looking healthy (numbers provided in attachment).
- Recent swim meets all went well. There are no meets scheduled in the near future.
 - 10 swimmers attended Long Course Champs (GSC took 4th or 5th).
 - Futures was attended by 3 swimmers. All swimmers made finals and 5 state records were broken. Lots of winning heats.
 - Senior Zones was attended by 1 swimmer.
 - Age Group Champs was attended by 3 swimmers – they all did well.
- TM approved the **Potluck** for Wednesday September 6th at 5:30pm at the HS Commons.
- Attendance for the Coaches Clinic is still being finalized (4-6 coaches are going to attend).
- As a heads up, one of the Time Trials are scheduled for the day of the Super Bowl.
- Registration - Corry asked Scott if families are still being emailed regarding the start of the GSC year. Amy informed the group that the kick-off emails ended once GSC began operating year-round. Since there are annual fees that hit the members accounts around this time of year, Corry suggested that the members be informed as a head up, maybe within one of Scott's regular communications.
 - **DECISION MADE:** Amy told the board that she would apply the annual fee in September and that she would notify parents of the upcoming charge. She would think about when she would apply the fee for those who are presently on a retainer (HS swimmers).

End of coach's report.

TREASURER'S & SCHOLARSHIP REPORT (PRESENTED BY SONIA DELGADO) - See attached reports

- Reversals happen in June, so the numbers look a bit weird this month. August looks better (items zeroed out).
- Sonia's work relationship with Mallorie Fagerstrom (with Elgee Rehfeld Mertz) is going well.
- Corry would like to have a meeting to finalize the budget to share with the membership. I believe this topic was parked for discussion later.
- Cate shared with the rest of the board that the Rasmussen Grant folks are fine with GSC's plan to use budget reports for grant reporting.
- The Activities Board Grant came in. Woohoo!

End of Sonia's report.

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BOARD OVERSIGHTS REPORTS - See attached reports

Corry shared with the group that folks can either write up their report or just share it with the group at the monthly board meetings.

- **Master Program** (Jim Grammel) – Jim mentioned to the group that he would be meeting with the other Master swimmers to learn their thoughts/concerns/shares.
- **Meet Management/Equipment** (Rob McDonald) – Rob couldn't attend the meeting due to travel but had provided the group with a written report. He reported that the new laptops (for the Colorado Timing System and Meet Manager) had been ordered. He also shared that he, Dennis Chester, Cindee Mills, and Bridget Mansfield had spent several hours performing a complete computer set-up and test at both pools in preparation for the upcoming meet season. All contacts/pins were cleaned.
 - **DECISION MADE:** The Board thanks everyone who was involved with that huge feat! Woot woot!
- **Grants** (Cate Buley)
 - Crossett Foundation Grant: The 6-month deliverable (report) was not originally on the radar screen, but it is now so Cate will be working with Scott regarding this deliverable.
 - **ACTION ITEM:** Scott will be writing this report very soon.
 - JCF/Firefighters/Gaguine Grant: Addressed in Coach's Report.
 - Douglas-Dornan Fund: We will learn if we have received this grant by the end of August. GSC requested \$2,500 to help fund Colorado Timing system training.
 - **ACTION ITEM:** Training will be scheduled once the funding is firmed up.
 - Rasmussen Grant – Cate emailed the foundation the financial information that they needed; however, the foundation informed Cate that they need the financials via US mail rather than email.
 - **ACTION ITEM:** Cate will send the foundation the financial information they are requesting via snail mail rather than through email.

End of the oversight report.

OLD BUSINESS

Board Oversight Responsibilities - Corry spoke to the group about how the oversight table was developed to take advantage of natural fits first. The table is a working document and is still being developed. Because our coordinators are wonderful, the oversight role is about pitch-hitting when necessary and some occasional recruiting.

- LoveAnne has agreed to have Volunteer Coordinator/Recruiter oversight and Kate agreed to provide oversight to Team Events.
- Scott mentioned that Publicity should be its own bubble.
 - **DECISION MADE:** The board agreed. The position will be located under the Communication/PR oversight role and be a year-long position.

NEW BUSINESS

- **Travel Budget Allocation** – The board was unfortunately provided the wrong spreadsheet outlining the FY17 Proposed YAB & Travel Fund Allocations, so the provided version was used to share the concept and the actual allocations were shared verbally. The board was reminded that first year swimmers (who have not previously fundraised) are not eligible for partial travel reimbursements.

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- o **DECISION MADE:** Corry liked Scott's allocations. I don't believe any modifications were suggested to Scott.
- **Potluck** – As a reminder, the potluck will be held on September 6th at 5:30pm. The potluck will serve as our monthly meeting. Volunteers will be recruited at this time and we will have our membership meeting.
 - o **ACTION ITEM:** Scott will create an agenda for the potluck.
- **Open Houses** – Amy suggested to the board that it would be great if folks could attend the open houses, especially at the elementary schools, to provide parents with information regarding GSC. Volunteers should arrive 20 minutes early. GSC has buckets containing stuff and freebies that volunteers can take with them, including pre-comp fliers. We are there as a resource. Some board members shared with the group that they would help volunteer.

ADJOURNMENT

The meeting was adjourned at 6:45 pm by Corry. The next BOD meeting will be at 5:30pm on Wednesday, October 18th at the Dimond Park Aquatic Center (DPAC). The membership meeting is September 6th at 5:30pm (at the GSC Potluck).

Minutes submitted by: Savona Kiessling (Secretary)