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Providing a sports program for the youth of Juneau for over 30 years

GLACIER SWIM CLUB
Board of Trustees (BOT) Minutes – 09-11-2008

BOARD MEMBERS: Mike Walsh, Mark Mickelson, Sally Hand, Susan Krogstad, and Valerie Mertz, Eric Hodgson were present. Terry Gonwa-Ramonda and Lloyd Anderson were excused.
COACH: Head Coach Scott Griffith (excused)
CBJ P&R REP: Sheila Fisher (present)
OTHERS PRESENT: None

Meeting called to order by President, Mike Walsh, at 5:05pm. Minutes from the July Meeting were previously electronically approved. A reminder was given to post the board minutes at the pool as well as on the website.

TREASURER'S REPORT: (Valerie)

- *Financials for 08/31/2008* – Revenues and expenses are about 25% which is just right at this point in the year. Revenues are up due to the YAB grant increase.

- The board asked if the travel expense amount includes the recent trip to ASCA in Sept. Valerie said it does include airline tickets, hotel and trip advances. The board asked, "what is the policy on travel expenses?" No one at the meeting knew the details. The board asked for a review of the policy. Mike said he would look into it.
- The board asked, "Does the club have interest bearing accounts?" Valerie reported that the club has several CDs', which will need to be renewed and rolled over. Valerie will start looking into rolling them.
- Eric reported that Lloyd has a check from Prospector Hotel for $500.

It was moved (by Mark) and seconded (by Sally) and all in favor of approving the treasurer's report.

CBJ REPORT: (Sheila Fisher) The CBJ received the letter from GSC for the yearly grant. The check for the grant should be received by the end of September.

Sheila asked, if the travel had been completed for the most recent Travel Contingency Grant request? She indicated they have not received the receipts and therefore has not issued the reimbursements. The board assumed she was talking about the Zone travel. Valerie will follow up on this with Lori Norman.

OLD BUSINESS:

- *Registration and Dues Increase* - Numbers: 22 new swimmers (does not include Sat only yet), 16 swimmers have tried out that have not done paperwork, 85 returning swimmers (does not include the high school squad). New swimmers are higher than normal. There are approximately 25 high school swimmers, who should be returning to GSC after high school season. GSC is expecting about 140 to 150.

The fall startup will cause a jump in revenues, due to more families prepaying for the whole season. Valerie reported that the voting on the dues increase was favorable. There have been a few opinions voiced but all were positive.

- *Diamond Pool Update* – Sheila reported that the task force is in discussion to submit a Tier 2 request to the Rasmussen Foundation for 1.5 million. The request will cover the ground source heat pumps and a resistance channel. A group is reestablishing "The Friends of the Pool" committee; they are hoping to raise $350,000 for some additional items. They hope to fund a 3-meter diving board (50K), a drop slide (50k), and child components (200K). The task force is striving to bid out the project in Jan 2009.

  Mike asked, what is the process for acquiring storage and staffing for the new pool? Sheila said the CBJ is getting an analysis done, to look at both facilities and staffing. She reminded the board that the CBJ and GSC would start discussions to renew the pool contact for both pools in January of 2009. It is a possibility that the GSC Swim Shop could offer to public at the new pool as a revenue generator for both CBJ and GSC. However, these things are still in discussion.

- *Webpage host (Susan)* – Susan reported that she has been researching the companies who provide web based sports management software. She has made contact with Active Network (who purchased Hy-Tek Software in July 2008) and TeamUnify (who recently purchased Splash Central Software). These companies seem to be the leaders at this point. She has had each company give a Web demonstration and discussed costs. Due to the recent purchases by each of the companies, there are many changes coming in the next 6-12 months. She reported her first impressions and suggested the next step be a Needs Analysis. The board agreed that Susan should contact anyone involved in our current process and identify the club priorities. She will be setting up individual meetings during the next month.

- *Substance Abuse* –The new substance abuse policy will be printed in the new handbook and a line was added to the code of conduct that each swimmer is signing this year. This is the first step, the club now has a policy. This new policy does not require drug testing. Purpose of the policy is to allow the kids an out not to bust anyone. If in the future we need another step it can be considered. There was discuss about the current High School ASAA Rules, which require the kids and parents to know the policy and sign together. It discussed that it would be a good thing if the club makes education a component of our drug policies/procedures in future.

NEW BUSINESS:

- *Volunteer Responsibilities* – Valerie requested the board consider, assigning a Board member to be responsible for coordinating volunteers. The board is ultimately responsible for the daily operation of the club, which is largely dependent upon volunteer time. The Board agreed

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that many things could be done in terms of organization and recognition that would inspire members to get involved. This board member will be responsible for having a master list of volunteer positions and making sure a head person is assigned for each activity. The Head Person will still be responsible for supplying volunteers for the activity. The board member will maintain the list and collect additional volunteers during registration. Board member, Sally Hand, has agreed to handle the Volunteer Coordinator position. Valerie will pass on the volunteer list from registration and Susan will give her the list from the newsletter to be updated. Sally and Susan will work on an article for the newsletter. The board asked that Scott continue the orientation meeting for new parents.

- *Letters and Times for BOT President* – Mike, president, would like to create an Administrative Calendar of board activities. He would like to include a tick list of letters and activities that the board should handle so that when new board members take over they have a template. Some items to include in the Administrative Calendar: Annual meeting with CBJ May or June, Adoption of the Budget, YAB Grant, Renewing of Pull Tabs, new signers for checkbooks, Evaluations, Etc. The board will work on this during the next few board meetings.

COACH'S REPORT: (Scott)

- Due to his absence, Scott will email his report to board members.

NEXT BOARD MEETING: Oct 1st, 5:45pm, location Room 224 in the City Municipal building from 5:45 - 7:45 p.m.

ADJOURNMENT at 6:45pm

Respectfully Submitted,
Susan Krogstad, Secretary

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