

Az Seal Board Meeting Agenda 3/19/13

1. Coaches Report--state of the team
Team continues to grow. First team travel for Sectionals. Age group state relays, first time.
2. Financial Report---2013
Filed 990 post card with IRS---brought in less than \$25,000
Took in \$21,000, spent \$18,000, \$3,000 balance
Carrying a little over \$1000 in outstanding meet fees
Wrote off \$100 in bad debt
motion to accept 2013 financials--motion accepted---financial report accepted
Tax exempt status revoked for re-use of initial EIN#. Jody will send a letter on the teams behalf regarding the EIN#
3. Anti-Bullying Policy---motion to approve Anti-Bullying policy with amendments---motion accepted. Anti-Bullying Policy with amendments passed.
4. Electronic Communication Policy---motion to approve the electronic communication policy with amendments---motion accepted. Electronic Communication Policy with amendments passed.
Incident form--motion to approve the form with proposed changes--motion accepted. Incident form with changes accepted and note to re-visit the form 6months from now.
5. Upcoming events--Summer Registration, team picnic, swimathon 2013

Start time = 8:30am

End time = 9:30am

In attendance: Laura Logan, Jody Travis, Kim Batina & via speaker phone Michelle Martinez. Quorum was met.

Az Seal Board Mtg

Fri. 7/26 3:00pm CAVIT--Start time = 3:03pm

Present = Jeff Wooley, Michelle Martinez, Kim Batina, Laura Logan, Jody Travis and Jen Jackson

Az Seal Family members present= Connie Koltz, Joe Koltz, Barb Sugaski and Kent McGinnis

1. Travel Fund Presentation--Question and answer with the Az Seal Family members present. Distinguish between "Travel Fund" and Team Fundraising Fund. Discussed calling it a "Meet fund" vs "USA Travel Fund". Need to add Travel Committee & its purpose to Team Bylaws. A rough draft of travel policy will be emailed out to the board for preview as we move forward on creating a travel committee and a fund.

Motion to allow monies from Barro's pizza night to be held over for the "meet/travel fund" Jeff Wooley 1st, Laura Logan 2nd. 6 Voted to approve. 0 Voted No

2. State of CAC Classes--Az Seals II and III have been canceled by CAC. Az Seals I will continue as a CAC class. Az Seals I= Rising. Az Seals II= Red and White groups. Az Seals III=Blue group. Blue, Red and white will now be paying their training fees to Az Seals.

3. Proposed fee changes to Az Seals White, Red & Blue groups. White = \$160/semester Red = \$165/semester Blue= \$170/semester. We will continue to enroll 3 times each year Fall, spring and summer.

Need to add to bylaws training fees, head coach position and head coach salary.

Motion to approve proposed training fee amounts for Blue, Red and white groups. Jeff Wooley 1st, Michelle Martinez 2nd. 5 voted to approve. 0 voted no. Laura Logan did not vote.

4. Swimathon Total raised \$8551.00

5. Financial Report. roughly \$10,000 in account with \$718.00 outstanding

6. Parent Mtg 8/17 9am CAC pool--this will be a question and answer for those that are interested or have questions/concerns regarding Az Seal team registration.

Next meeting = Fri 8/9 CAVIT 4:30pm

Meeting concluded 4:02pm

Az. Seals Swimming Academy Executive Board Mtg.--8/9/13

Present: Michelle Martinez, Kim Batina, Laura Logan, Jeff Wooley & Jody Travis

Absent: Jen Vacca

Start time 5:03pm

A. Head Coach appointment

- Laura Logan is appointed by the board to be the Az Seals Swimming Academy Head Coach. By-laws will need to be amended and will be done so via email and voted on via email.
- Future asst. coaches will be hired by the head coach and approved by the board. Will be addressed in amended by-laws
- Coach salary discussed and how the team will secure funds needed to meet coach salary. Team will need to consider upping its fundraising efforts
- Motion to contract Henry & Horne for payroll services and permission to create an online account with the IRS for federal and state tax purposes
Motion: 1st = Jeff Wooley 2nd = Kim Batina---Vote 4= yes 1 = abstain
- Motion to budget \$20,000 for the 2013-2014 swimming calendar year. This amount will be used for coach pay, payroll taxes and Henry & Horne fees.
Motion: 1st = Jeff Wooley 2nd = Kim Batina---Vote 4= yes 1 = abstain
- The board will begin to create a plan for coach compensation based upon numbers of swimmers. Incentive based plan. We will need to schedule several more meetings to discuss and create such a plan. It is the decision of the board that this is our number 1 priority.
- Motion to pay Laura Logan once each month, 12 payments. Payable the 1st of each month with September 1,2013 to be first payment. Motion: 1st = Jeff Wooley 2nd = Jody Travis---Vote 4= yes 1 = abstain
- Jody will inform the board how each monthly pay check will look as far as amount paid to coach.
- Jody will meet with Henry & Horne to initiate the process.
- Laura will research an Az Swimming/USA Swimming hiring process
- Laura will research how other teams compensate coaches
- Discussed need to create a hiring package that will include compensation plan, coach requirements, annual evaluations

B. Travel Committee & Travel Fund Proposed Policy

- The board reviewed the proposed policy and has agreed to send the policy back to Committee and recommended the Travel Committee revisit the policy and address board concerns.
- Notes and concerns are noted on the proposed Travel Fund Policy and are noted in red.

F. Adjournment--Michelle will send dates for future/next meeting date. Next meeting agenda ideas: Head Coach compensation plan, Travel Committee proposal

Adjourned 6:47pm