

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF NORTH JEFFCO SWIM TEAM

HELD:

A regular meeting of the Board was held on Tuesday, August 24 at 6:00p.m.
At Myers Pool, 7900 Carr Drive, Arvada, Colorado 80005.

ATTENDANCE:

The directors in attendance were:

- Ronnie May, President
- Ann Scherrer, Treasurer
- Carmen Babcock, Vice President and Head Age Group Coach
- Laura Lierz
- Jean Tesone
- Becky Myers
- Kurt Haeger - Absent
- Cindy Pacheco, Secretary - Absent
- Brett Stoyell, Vice President and Head Senior Coach - Absent
- Also present was Evelyn Brown, team Business Manager.
- Guests attending - None

CALL TO ORDER:

APPROVAL OF MINUTES:

The minutes from the July 13th meeting were approved with some changes.
Ronnie May will forward changes to Cindy Pacheco.

FINANCIALS/BUDGET:

- The financial reports were accepted. Evelyn Brown noted the meet fees from State, Sectionals and Far Westerns are not reflected in the financials.
- There are 107 Families and 130 swimmers on team.
- There were no outstanding trimester dues that required the Board's action.

- Evelyn went through a draft of the proposed 2011 budget. Initial income projected is \$398,550.00 and initial expenses projected are \$424,375.00. There is a difference of \$24,825.00. It was decided fees will need to increase by 5% to help cover expenses. The team has not raised fees in over four (4) years. Expenses have continued to go up and this has not been passed on to families.
- Trimester fees will also increase by \$5.00 to include caps during fall registration. Swimmers can choose from two (2) silicone or five (5) latex caps. This should help elevate the “borrowed” cap problem.

JUNE MEET – Final Meet Report:

Ann presented the June meet financials. NJST needs to issue a check to CSI for their revenue share of the meet. No questions were asked from the Board.

JULY MEET – Final Meet Report:

- Final Meet Report
 - Ann presented the July (Zone 2) meet financials. NJST needs to issue a check to CSI for their revenue share of the meet. NJST is waiting for a check from MI Sports on our revenue share from the meet. No questions were asked from the Board.
- Volunteer Report
 - Jean provided the volunteer sheet to the board. The same people are volunteering. She will continue with calls to engage families to volunteer for the short course season.
 - Signup sheets for the Pineapple and Long Distance meet will be available at registration. The hope is to have parents sign up at registration.
 - Jean provided a summary of sponsorships for the past swim season. Ronnie confirmed sponsors on a rolling calendar year.
 - Jean was able to secure Noodles and Beau Joe’s for most of 2010 short course season. There are only three (3) nights that are not covered.

Brett:

Brett did not provide a coaches report.

Carmen:

Carmen presented her report.

- She ordered one-thousand (1,000) latex and two-hundred (200) silicone caps to be handed out at registration and sold throughout the year.
- A motion was made to reduce the yellow group's time from sixty (60) minutes to forty-five (45) minutes twice a week and have an hour practice once a week. This will allow NJST to add an additional yellow group and provide a smaller group setting. This was unanimously approved by the Board.
- Carmen participated in a software demo for Active Network. Active Network can automate the registration process and allow NJST to bill for trimester fees. Active Network allows families to pay for fees via credit card and electronic checks (service fees apply). It was agreed Ann and Laura should participate in a demo to see if this could benefit the team.

COACHES REPORTS:

1. Carmen's Report. See hard copy in secretary's note book
2. Brett's Report. Report not provided.

REGISTRATION:

- Registration will occur Wednesday, September 8 and Thursday, September 9 from 4 to 6pm at Meyers.
- A motion was made to update the parent handbook and registration packet to say families are required to volunteer four (4) sessions per trimester instead of saying twelve (12) sessions per year. The motion passed unanimously.
- Evelyn will begin billing for the fall trimester in the next week. Ronnie will send out an email notifying families there will be an increase in trimester fees.
- Evelyn will have a list of families with outstanding fees. The fees must be paid before registration can occur.
- Those families wanting to pay by ACH will have to pay a twenty-five (25) dollar service charge for the year. The fee is necessary to cover bank fees.
- Ronnie, Evelyn, Ann, Becky, Jean, and Carmen will be present at the first night of registration. Evelyn, Ann, Becky and Carmen will be present at the second night of registration.

ANNUAL MEETING:

This topic was postponed until September's meeting.

OTHER ON-GOING BUSINESS:

- a. Stolen Team Computer Replaced – Bret was not at the meeting to provide an update.
- b. Coaches Contract Done – Carmen provided an update. Carmen and Kurt are still working on contracts.
- c. Status of Employee Evaluations – Ronnie provided an update. Employee evaluations are completed.
- d. Recruiting Liaison – Ronnie announced Laura Lierz will take on the role of recruiting liaison. Laura had no updates.
- e. Decide on Equipment Rentals – Ronnie provided an update. Ronnie passed on information from Cindy regarding the Boulder Valley meet. While payment has been received, it was received after the meet and the swim association did not follow the contract terms. A motion was made to no longer rent equipment with the exception of high schools. The board voted unanimously not to rent out equipment with the exception of high schools. Ronnie will notify Meyers of this change.
- f. Fundraising – Ronnie and Laura provided updates.
 - NJST will continue to sell grocery scripts. Lori Brown will continue to oversee the grocery script program. We will discontinue the Internet scripts. This was overseen by the Cohen family. This script program was not profitable for the team.
 - eBooks will be sold again this year. Laura will oversee this fundraiser. Each book costs ten (10) dollars. Five (5) dollars will go to the swimmer's account for winter trimester fees and the team will receive one (1) dollar for every book sold. Laura will provide more information as the books become available.

NEW BUSINESS:

- a. Next team newsletter due date – Topic postponed until September's meeting.
- b. Election of new directors – Ronnie, Kurt and Ann's positions are up for election. Ronnie is at her term limit and cannot run again for another year. Kurt will not be seeking re-election. Ann is undecided.

Board members will reach out and promote the annual meeting and encourage people to run for the board.

- c. Donation for Brett's Mom – Brett's mom passed away this summer. NJST will make a one-hundred (100) dollar donation in his mom's name. Ann will ask Brett where a donation should be made.
- d. Becky's family participates in the Race for the Cure. Becky would like to explore creating a NJST team for the race. Becky will continue to explore options and report back to the board.

EMPLOYEE COMPENSATION

- a. Evelyn's Compensation – Evelyn was excused from the meeting. The board voted to give Evelyn a two and a half (2.5) percent increase in salary. An increase in salary was not provided in 2009.
- b. Coaches' Compensation –
 - Carmen was excused from the meeting. The board voted to give Carmen a two and a half (2.5) percent increase in salary. An increase in salary was not provided in 2009.
 - The board voted to give Bret a two and a half (2.5) percent increase in salary on the condition he sits down with Ronnie to discuss his evaluation. An increase in salary was not provided in 2009.
 - The board voted to give Ashley a two and a half (2.5) percent increase in salary on the condition he sits down with Carmen to discuss his evaluation. An increase in salary was not provided in 2009.

NEXT MEETING:

September 14, 2010 at 6:30pm at Meyers.

ADJOURNMENT:

There being no further business to come before the Board of Directors at this time and upon motion duly made, seconded and unanimously carried, the meeting was adjourned.

Cindy Pacheco Secretary

