

**Minutes of a Regular Meeting of the Board of Directors of
North Jeffco Swim Team**

HELD:

08/11/15 began approx. 6:24 pm

ATTENDANCE:

In attendance were: Karen Cowling, Heather Rooney, Lynette Miclette, Amy Hedges, Carmen Babcock, Lori Brown, Liz Hendricks, Ann Sherrer

Absent: Brett Stoyell

CALL TO ORDER:

As a quorum of directors was present, the meeting was called to order.

All previous minutes approved

1. Financials/Budget-Lori/Liz
 - Approval of 2015-2016 Budget : Lori is finalizing budget
 - Lori is getting ready for registration
 - Board approved salary increase for assistant coach
 - Board considered a request from a family to waive a late fee - board decided to be consistent with past practice and require family to pay late fee
2. Head Coaches' Reports
 - a. Carmen's report is attached
3. Member Reports
 - a. Amy: teambuilding ideas; Amy has agreed to be volunteer coordinator
 - b. Heather: will work on surveys
 - c. Karen: idea about adding a "college" tab on the team website, Carmen reported that John is going to be taking that on, and working with Jeff from Evergreen who has been doing
 - d. Lynette: idea about creating an "exit interview" for families that leave the team, so that we can learn about reasons and address any trends, what about having an annual satisfaction survey?
4. Old Business
 - a. Volunteering - some updates to the policy will work, some won't so we will adjust the draft policy accordingly
5. New Business
 - a. Vote to approve Ann Scherrer as an appointed Board member; - approve
 - b. Plans for upcoming Annual Meeting Saturday, September 12th - Carmen has sent out info
 - c. Discuss Board positions which need to be filled - we are actively recruiting
 - d. Discuss format/set dates for Board meetings for coming year -still considering sub committees, be prepared to set specific dates
 - e. Heather: investigate set up a Google drive with board member permission, retention rules, document destruction, we need a time limit for edits then read-only - and how far

- back we need to go and upload previous documents - also investigate chat boards
- f. Discussion about frequency we're meeting: per the bylaws we only need to officially meet at the annual meeting and "frequency per the board" -
 - g. Ideas: face to face meeting every other month, virtual (blog, chat board, etc.) every other month
 - h. Reminder to send out info about team meeting, that there is no practice that day.
6. Next meeting – Sept 8th at 6:00pm

ADJOURNMENT:

There being no further business to come before the Board at this time and upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 9:04pm.

The forgoing Minutes constitute a true and correct copy of the minutes of the above-referenced meeting and were approved by the Board of Directors of the North Jeffco Swim Team.

Heather Rooney, Secretary

Attachments:

1. Agenda for NJST Board of Directors Monthly Meeting