

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

HELD:

A regular meeting of the North Jeffco Swim Team Board of Directors was held on Tuesday, November 5th, 2013, at 7:00 p.m. at Meyers Pool. (Copy of the Agenda is attached.)

ATTENDANCE:

In attendance were Carmen Babcock, Ann Scherrer, Brett Stoyell, Cindy Pacheco(guest), Lori Brown, Liz Hendricks, Lynette Miclette, Sharon Soans and Linda Addison.

CALL TO ORDER:

As a quorum of directors was present, the meeting was called to order at 7:00 p.m.

APPROVAL OF MINUTES:

The board approved minutes from the October 8th meeting.

FINANCIALS/BUDGET- Lori Brown:

The board reviewed the team financial statements. The statements consisted of (a) Profit & Loss October 2013 (b) Profit & Loss Budget vs Actual September through October 2013, and (c) Balance Sheet as of October 30, 2013. The board accepted the statements as presented. There are fewer swimmers than last year, but we are doing okay because there are more older swimmers to offset the fewer younger swimmers. All swimmers are paid in full. Lori has contacted the insurance provider to continue coverage.

PINEAPPLE OPEN:

Administrative-Cindy has a timeline. She wants to move the start of the afternoon session on Sunday to noon. On Friday we should be done between 9:15 and 10 pm. On Saturday we should be done around 7 pm and Sunday around 6 pm. After she collects the sponsorship(s) she will print tomorrow.

Concessions-All set

Hospitality-Good to go

Volunteer- The National Honor Society at both Pomona and Ralston Valley are willing to volunteer at our meets to do timing.

DISTANCE MEET:

Brett said we can go ahead and put out information.

COACH'S REPORTS:

Brett Stoyell: (see attached report) He has chaperones for the TX meet.

Carmen Babcock: (see attached report)

DIRECTOR'S REPORTS:

Linda: Texas Roadhouse will be available at concessions, hospitality and have gift cards for sale. Linda sold an ad for the Pineapple meet.

Lynette: She reviewed the sponsorship spreadsheet and is missing information from 2013. She is going to create a new, easier to understand spreadsheet going forward.

BUTTER BRAIDS:

Some swimmers have already turned in their fundraiser forms, the rest will be collected at the Pineapple meet.

OLD BUSINESS:

a: Coaches Insurance: Their current insurance is good for now.

b: Background check and Athlete protection: Background checks are done, still need to complete Athlete protection.

NEW BUSINESS:

a, b, c: Approval of NJST Fee payment policy, NJST refund policy and USA swimming Anti bullying policy.

d: I9 and employee folders: Sharon has the employee folders. I9's are completed for Brett, John, Lori Brown and Carmen. Ashley's I9 is not completed yet.

e: Resolving Volunteer Issues: We look good for the volunteers for the upcoming Pineapple meet. Someone altered the online sign up sheet by deleting the job for Young Kids Coordinator. Cindy says we need 3 volunteers behind the blocks for the 8&U Saturday morning and Sunday morning to make sure the kids are in the correct heat and lanes.

Lynette suggested assigning each board member to mentor a color group and Carmen suggested monthly meetings for color groups. These meetings would provide a time for questions to be answered and families to get to know the board members. Sharon volunteered for yellow group, Lynette for gold, Linda for white and Liz for red.

NEXT MEETING:

The next regularly scheduled board meeting is Tuesday, December 10th, 2013 at 7:00 p.m.

AJOURNMENT:

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 8:00 p.m. The forgoing Minutes constitute a true and correct copy of the minutes of the above referenced meeting and were approved.

Liz Hendricks (acting secretary)

Attachments:

1. Agenda for NJST Board of Directors Monthly Meeting
2. Financial statements consisting of (a) Profit & Loss 10/2013 (b) Profit & Loss Budget vs Actual 9-10/2013, and (c) Balance Sheet 10/31/2013.
3. Coaches' reports