

DRAFT

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

HELD:

This regular meeting of the Board was held on Monday, October 8, 2007, at 7:30 p.m. at the Meyers pool.

ATTENDANCE:

The directors in attendance were Carmen Babcock, Dawn Fredette, Ronnie May, Mitch Menezes, Cindy Pacheco, Bob Roybal, Brett Stoyell and Stephanie Urbanowicz. Jeff Geist was absent.

Evelyn Brown, team Business Manager, was absent.

CALL TO ORDER:

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

APPROVAL OF MINUTES:

The Board approved the minutes from the regular Board Meeting held on Tuesday, September 11, 2007.

FINANCIALS

The Board reviewed: (i) Balance Sheet as of September 30, 2007; (ii) Statement of actual income and expenses for September 2007 and (iii) Statement of budgeted income and expenses for October 2007. There was a brief discussion among the Board members. There is a follow up question for Evelyn to understand where the budgeted \$5,000 meet expense in October comes from.

PRESIDENT'S REPORT

- a. Annual Team Meeting – The Annual Team Meeting will be held on Friday, October 12, 2007, at 6:30 p.m. at the Apex Center. The Board discussed

NJST BOARD OF DIRECTORS

Meeting Minutes

October 8, 2007

Page 2 of 6

that only members in good standing may vote at the meeting. This will be managed by having a team roster at the meeting. The members will check their names off on the roster as they arrive at the meeting. We will also have a list of those members who are not in good standing in order to insure they do not submit a ballot. We will ask Evelyn to tell us how many members there are on the team so we know what number of members must be present at the meeting to establish a quorum.

- b. Board Member Candidates (to be elected at the upcoming Annual Meeting) – As of the date of this meeting, Dawn Fredette and Mary Geist are the only candidates for the three open board positions. As we get closer to the meeting, Mitch will prepare ballots listing all the candidates.
- c. NJST Fundraiser at Noodles & Company – This fundraiser is scheduled for October 18, 2007 at the Noodles & Company near the Meyers pool (8071 Wadsworth). A poster and flyers were prepared by Noodles, but some of the information is incorrect. Stephanie will work with Ruth and Noodles to see what options we have to modify the flyers.
- d. Swim-a-Thon – The Board discussed possible dates for the NJST Swim-a-Thon fundraiser. March 16, 2007 is the first choice. The back up dates are April 19 or 20. We need to get the okay from U.S. Swimming to hold the event.

DIRECTOR ITEMS

Treasurer's Report (Ronnie May). Ronnie presented a few more updated policies for consideration: (i) Swim Suit and Cap Policy; (ii) Move-Up Policy; and (iii) North Jeffco Swim Team Fees Refund Policy. After considerable discussion, the Board decided to eliminate the Swim Suit and Cap Policy as well as the Move-Up Policy. The Board acknowledged that the team's expectation that swimmers, at a minimum, wear NJST swim caps at meets is communicated and monitored by the coaches. Two members abstained from the vote on the Swim Suit and Cap Policy. The Move-Up Policy was eliminated by unanimous vote of the Board. The Board determined that the refund policy should state that refunds of swimmer registration fees are available only if a member family moves outside the seven county Denver Metro Area (Adams, Arapahoe, Boulder, Broomfield, Denver, Douglas and Jefferson Counties). One member voted against approval of this policy.

2. Meet Director's Report (Cindy Pacheco). Cindy reported that Meet Marshals no longer need to be registered with US Swimming. This should make it easier to have members volunteer to be Meet Marshals at NJST meets. This is also indicated in Note 4 of Carmen's Report, Attachment 2.

3. Annual Meeting (Bob Roybal). Bob volunteered to handle set up for the Annual Meeting. The Board discussed the set up and refreshments to be served at the Annual Meeting.

NJST BOARD OF DIRECTORS

Meeting Minutes

October 8, 2007

Page 3 of 6

COACHES' REPORTS

1. Brett's Report. Brett advised that we have had no response from the Broomfield Barracudas to NJST's proposal. However, they still appear to be looking for a head coach.
2. Carmen's Report. Carmen's report is Attachment 2.

Action Items Captured from these Minutes:

1. Evelyn to explain the budgeted \$5,000 meet expense for October.
2. Mitch will prepare ballots for the election of directors at the Annual Meeting.
3. Stephanie will work with Ruth and Noodles & Company to see about modifying the flyers.
4. Dawn to check with Beth Graff on the repair or replacement of the garage doors on the south side of the Meyers pool building.

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.

The foregoing 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.

Secretary of the NJST Board

Attachments:

1. Agenda
2. Coach Carmen Babcock's Report

NJST BOARD OF DIRECTORS

Meeting Minutes

October 8, 2007

Page 4 of 6

Attachment 1

AGENDA

NJST Board of Directors Monthly Meeting

Date: Monday, October 8, 2007

Time 7:30 p.m.

Location: Meyers Pool
7900 Carr Drive
Arvada, CO 80005

1. Call to Order
2. Approval of Minutes
3. Financials – Evelyn absent
 - a. Financial reports
4. President's Report
 - a. Annual team meeting agenda
 - b. Board member candidates
 - c. Noodles fundraiser flyer
 - d. Schedule the Swim-a-Thon
5. Director Reports
 - a. Ronnie
 - b. Mitch
 - c. Stephanie
 - fundraising items
 - NJP&R?
 - d. Bob - annual team meeting
 - e. Jeff - absent
 - f. Meet Director
 - December meet
 - team equipment
 - meet marshals
6. Coaches' Reports
 - a. Brett
 - Team expansion
 - b. Carmen
 - c. Ashley
7. Past/Ongoing Items:
 - a. NJP&R Community Cleanup Day – reschedule a day for NJST only?
8. New Business
9. Other Business
10. Adjournment

NJST BOARD OF DIRECTORS

Meeting Minutes

October 8, 2007

Page 5 of 6

Attachment 2**CARMEN'S OCTOBER BOARD MEETING REPORT****Swimmer Numbers:**

<i>Group</i>	<i>Total # of Swimmers</i>	<i># of New Swimmers</i>	<i># of Lost Swimmers</i>	<i>Last Year's Total</i>
<i>Gold</i>	11	1		4
<i>Red</i>	10	2		17
<i>Black</i>	9	1		9
<i>Silver</i>	12			10
<i>Yellow</i>	10	2		8
<i>Aqua</i>	11	1		8

Time Standard Qualifiers: Swimmers are noted according to their age at the time of the upcoming meet.

<i>Meet / Time Standard</i>	<i>8&UG (1)</i>	<i>8&UB (6)</i>	<i>9/10G (4)</i>	<i>9/10B (4)</i>	<i>11/12G (6)</i>	<i>11/12 B (1)</i>	<i>13/14G (8)</i>	<i>13/14 B (8)</i>	<i>Total</i>
<i>Silver State</i>		1	2	2			5	1	11
<i>JO / State</i>					1	1	3	7	12
<i>Zones</i>									
<i>Sectionals</i>									
<i>NRT</i>									
<i>State Records</i>									

Swim Meet Performance:

<i>Date</i>	<i>Meet</i>	<i># of Swimmers</i>	<i># of Swims</i>	<i>Best Times</i>	<i>% B.T.</i>
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Travel: None**Work Out Schedule Notes:**

The gold group schedule will be changing to 6-7pm on Monday and Wednesday.

Notes:

1. I finally found a qualified gold group coach and hired her on Thursday. Her name is Karen Carlacchini. She was the head coach of a YMCA team in Vermont and swam at Notre Dame. She has a full time job and really wants as much coaching time as possible. I have to get her all the paperwork, USA registration and so on, I will be doing all those things this week. She is subbing for Becky on Thursday and will start with the gold group as her own on Monday, October 15.
2. There has been one article published in print by your hub and a second should be in the paper this week.
3. Brett Stoyell was voted by the coaches as Coach of the Year and elected to the Colorado Swimming BOD as Senior Vice Chair.
4. At the swimposium / HOD last weekend, everyone was notified meet marshals no longer have to be USA Swimming registered. This was decided upon by USA Swimming to encourage additional meet marshals on deck without the financial burden.

New Business: None**Monthly Goals:** October Goals

Figure out how to do goals with red group	
Solidify lane use according to numbers in the water and cancel what we will not need	
Post finished meet schedule on website	
Finish taping and review underwater video with black and silver group swimmers	

NJST BOARD OF DIRECTORS

Meeting Minutes

October 8, 2007

Page 6 of 6

Put together lane use during HS swimming season	
Monthly Goals: September Goals	
Get email list to Lori Brown for updating	Evelyn did
Update TM with new groups for swimmers and new athletes	Yes
Get goal sheets to black / silver groups	Yes
Figure out how to do goals with red group	No
Solidify lane use according to numbers in the water and cancel what we will not need	No
Post on website preliminary meet schedule	Yes

2007 / 2008 Goals

More emphasis on skills and kicking in practice.	
Team building including sportsmanship, leadership and practice environment.	
Perfect practices skill wise.	
Maintain current swimmer database on Team Manager.	
Get entries to other teams in a timely manner without errors.	
Attend NJST Board Meetings when in town.	
Maintain open lines of communication with swim parents.	
Put out a coaches newsletter every other month.	
Keep Lori current on group changes from gold, red, aqua, yellow black & silver for email list.	
Keep Evelyn informed of changes in groups for database.	