P.O. Box 746396, Arvada, CO 80006

Board of Directors GENERAL MEETING MINUTES

11/9/23 | 6:00 PM | Meyers Pool

NOTE: THESE MINUTES HAVE NOT YET BEEN APPROVED.

- **Meeting called to order at 6:04PM.** In attendance: Kathy Hellard, Jennifer Wherry, Mike Countryman, Joanne Compton, Carmen Babcock, Lindsay King, and Dan Sung.

- **Approval of October 12, 2023 meeting minutes.** Carmen motioned to approve. Lindsay seconded. The motion passed.

- **Financial Report**
  - 30 new registrations, mainly at Wheat Ridge
  - Request for Board Approval of Amazon Business Prime Account with nonprofit discount charge of $129. Carmen motioned to approve. Dan seconded. The motion passed.
  - Currently in an excellent cash position. Reports are easier to read and compare to last month's and last year's position.
  - The team is currently in a good cash position.

- **President's Report**

  - Committee meetings have occurred and the intranet for NJST has been shared with the committee chairs.
  - Carmen is currently working in the Coaches' section of the intranet and the Board Section is being set up.
  - **Update on Loan for Scoreboard and Timing Equipment:** Dan has heard back from On Tap Credit Union and 1st Bank. 1st Bank did not consider our past business and requires that a person guarantee the loan. On Tap was very accommodating and offered discounted bank fees due to our nonprofit status and does not require a person to guarantee the loan. Dan requested Board approval to pursue the loan through On Tap Credit Union. Jennifer motioned to approve. Lindsay seconded. The motion passed.
  - **Carmen and Dan will be meeting with Hillary & Dana from Apex on Monday November 27 to pursue specific agreements concerning the new pool.** They will be discussing the specifics of our equipment purchases and requesting benefits for the team in return. Examples of these benefits are priority lane space and times, storage for concessions and meet equipment, office space, protection for our equipment, etc. These benefits will be pursued with the realization that Jeffco schools will always be Apex's first priority.
  - All materials and a recording of the Board Retreat have been uploaded on the shared drive
  - Board Priorities for the future:

        - Board Manual – Kim is taking the lead on this.
        - Job descriptions – Committee structure
        - Membership recognition – swimmer of the month and the Presidential Award. We will be rolling out the parameters to receive the Presidential Award this month.

- Coaches Report

    - **We are currently at 299 members.** Carmen was able to provide a more beneficial allocation of lane space to Apex during the HS Swim Season and Apex has agreed to Carmen's lane structure making a larger number of swimmers viable.
    - **The MESA Training Camp has been scheduled for June 17-24.** This camp is another way for our Team to differentiate ourselves from other teams.
    - A sport psychologist has been coming in weekly to meet with the older swimmers.
    - **The College Recruiting Committee has scheduled the CSU Head Coach to give a presentation to our team the Monday after FAST.** He is trying to bring a swimmer with him or Kate from WR, a recent graduate of CSU, will come with him to give insights into D1 swimming.
    - **The President of the Wheat Ridge Piranhas Board met with Carmen and listed several adjustments she would like to be made.** The biggest being that more administrative items be handled by the Head Coach rather than the Board and that she would like the fees to remain the same. Carmen will need to compensate the Head Coach for the extra administrative duties and WRP agreed to drop one of their hosted swim meets to free up some money. Carmen requested direction from the Board as to whether they agreed that WRP is financially worthwhile. Everyone agreed that the profit and the status as a feeder team made WRP worth the effort.
    - **Carmen is working to recruit swimmers and coaches** that are part of Foothills Swim Association to assist her in requesting that FSA change their rules to allow swimmers to participate with Summer League and NJST past May 15. She is hoping her goodwill offering of the dolphin timing system as well as other assistance will open paths to pursue this goal.

- Events Report

    - **Macs & Grand Prix:** Mike is worried about obtaining officials for the next Grand Prix. There were three officials at the last one with no swimmers in the pool. Without them we wouldn't have had enough. Monica will need to send out a request to other clubs for officials.

- Committee Reports

    - **Officials:** We have a few officials from the younger age group that have gone through the process, but aren't able to officiate on their own yet. A push for five or six more people to volunteer to train to be officials would get the training to come to us.
    - **Meet Entry/Director:** Megan requested approval to purchase another printer. Carmen motioned to approve. Lindsay seconded. Motion to approve expenditure passed.
    - **Volunteer Credit Request:** Reviewed Process for Committees to request credit for volunteer service (both retroactive and current). Committee Heads must turn in request forms to the Board. The Board must approve the credit each month to meet our standard of fiscal responsibility.
    - **Current Volunteer credit request was presented for approval.** Carmen motioned to approve. Jennifer seconded. The motion passed. Going forward, Kathy will share the Volunteer Spreadsheet she uses to issue credits.

- New Business:

- **TU Access for Committee Chairs Tabled until the next Board meeting.** A process needs to be developed for TU access because of the confidential information that can be accessed through it. Jennifer and other Committee Leaders would like to return to TU for volunteer sign-up capabilities. This would require that several Committee Chairs would need Webmaster access to TU.
- **Fines to be levied for not participating in the volunteer program need to be addressed to communicate that the Board is serious about the volunteer requirement.** The suggested fine was $50 that would be designated to a Travel fund to cover coaching expenses for Championship meets. Discussed possible ways of deciding how to assess who would be required to pay the fine. A suggestion was made to possibly involve a group of parents in the decision-making process. It was agreed that Dan can state the cost of the fine and we will table discussion of how to decide who to fine until the next meeting
- **Presidential Volunteer Service Award.** Volunteer hours will be tracked and approved by the Board to keep submission for the award legitimate. All information surrounding the reward and its requirements is ready to communicate to the membership after this Board meeting.

- **Adjournment.** Carmen motioned to adjourn. Joanne seconded the motion. Meeting adjourned at 7:20. Next meeting is scheduled for December 14, 2023 at 6PM.