



P.O. Box 746396, Arvada, CO 80006

Board of Directors GENERAL MEETING MINUTES

4/4/23 | 7:30 PM | Meyers Pool

NOTE: THESE MINUTES HAVE NOT YET BEEN APPROVED. A MOTION TO APPROVE WILL BE MADE AT THE NEXT GENERAL MEETING ON MAY 2, 2023.

- **Meeting called to order at 7:32PM.** In attendance were: Jaime Claeys, Mike Countryman, Nate Rothman, Kathy Hellard, Kim Daly, Lindsay King, Joanne Compton, Carmen Babcock and Dan Sung.
- **Approval of January 28 meeting minutes.** Lindsey motioned to approve the January 28 meeting minutes. Carmen seconded. The motion passed.
- **Head Coaches Report from Carmen**
 - **SWAGR** was a great meet! Kids learned a lot; the cold and wind made it brutal at times. Not all the kids had all the best times but this is an investment in their future success at travel. No behavior issues and the chaperone was great! Kathy is gathering final receipts so families can be billed.
 - **SECTIONALS:** The return to this competition was good! The 3 swimmers who went didn't end up with all best times but did learn a great deal from the experience and I am looking forward to taking more and more kids to this meet in the future.
 - **SENIOR ZONES:** there were some really good swims at the meet. All the swimmers represented NJST positively!
 - **Meyers:** Mike McQuitty is now the full time Red group coach. I will be phasing in his introduction on administrative items. He is set at the same pay Mike S was and his 2 free swimmers. Kyle is coaching the blue group on his own now. He developed a blue group contract which will be presented to all current blue group swimmers next week. New swimmers to the blue group will meet with Kyle prior to being accepted into the group.
 - **Wheatridge:** Working on a coaching plan for May when Paul leaves the program. Looking to fill this position in August at the latest. More education on competitive swimming for swimmers and parents has been requested. New leader of WR needs to have more of this type of background and a plan in place for 2023-2024 to promote competitive goals. Margaret and Kate will cover the afternoons in June and July. Feedback from parents, swimmers and coaches at WR continues to enjoy the team atmosphere of NJST this year.
 - **Westminster's** alternative to Meyers has helped maintain practice consistency for competitive groups. Working to return the groups at Westy to Meyers post Boys HS Swimming.
 - **Candelas:** Lesson and summer club registration is set up and live on the website. Started working with a network of coaches to find lesson instructors; need 3 more. Developed several fliers for inserting in the Candelas newsletter and posting in the neighborhood.
 - **Triathlon team:** Covered under current insurance as it's considered dryland training. Registration is open but no one yet signs up and details still to be worked out.
- **Financial Update from Kathy.**
 - We are currently at 72% of our income and at 60% of our expenses per the budget for the year.

- **Suspended athletes report.** This year, we opened up an option to end May 15 instead of April 30, which brought in \$3,645. Less swimmers have stopped this year versus last. 73 of the 103 individuals leaving (as of March 31) are on the 9-month billing plan, meaning they paid for 10.6 months out of 12 if they left April 30. If they leave, May 15, they are paying 11.5 months out of 12.
- **Consideration of a raise.** Kathy was originally hired for 10-15 hours per week of bookkeeping.. She is putting in more like 20-30 hours due to the growing team and additional responsibilities, including but not limited to, onboarding the new USA swimming registration system and expansion of volunteer tracking. This is an opportunity to review and crystalize the bookkeeper roles and responsibilities. Dan recommended that the board be more involved in the budgeting process going forward and having Kathy break it down on a monthly basis. Jaime suggested that we may also review and re-forecast quarterly based on the team's fiscal year for more accurate decision making. The board will review the financials and consider a raise to the bookkeeper salary.
- **Old Business**
 - **Google Domain progress/needs.** \$12 per member per month. We will move forward with setting up a NJST.org domain as well as NJST.org email address for lead coaches and Kathy.
 - **Membership vote to alter board member voting members to 9 (1 coach, 8 non-coach).** We will bring this to membership to vote on at the August annual meeting.
- **New Business**
 - Power Hour action items.
 - Kathy to re-order the same prizes from last year.
- **Upcoming Events**
 - **Power Hour.** Coaches list of potential fundraising items include:
 - Underwater video equipment - \$1100 per set up to include ipad and camera
 - Swim clinic put on by a national company – breakout swim clinics or fitter and faster
 - Swim bench -
 - Poles for lap counters
 - Backstroke ledge for practice
 - NJST May Open (5/19-5/23)
 - NJST LC Invite (6/2-6/4/23)
- **Nate Rothman has resigned from the board.** This is his last board meeting as his kids have left the team as of March 31. His intent is to hand over all access to president materials, including team iPad and email access as of April 17, 2023. Dan Sung has agreed to step into the President position. Carmen made a motion to appoint Dan as president.. Lindsay seconded. The motion passed.
- **Meeting adjourned at 8:51PM.** Next meeting date is to be determined.