



P.O. Box 746396, Arvada, CO 80006

Board of Directors GENERAL MEETING MINUTES

7/11/23 | 6:00 PM | Meyers Pool

NOTE: THESE MINUTES HAVE NOT YET BEEN APPROVED.

- **Meeting called to order at 6:06PM.** In attendance were: Jaime Claeys, Mike Countryman, Kathy Hellard, Kim Daly, Lindsay King, Joanne Compton, Carmen Babcock and Dan Sung.
- **Approval of May 13, 2023 meeting minutes.** Carmen motioned to approve the May 13 meeting minutes. Lindsay seconded. The motion passed.
- **Financial Update**
 - Kathy will be changing to the new version of TU in August. This will really help with financial reporting since she will be able to do the accounting on a cash basis rather than the more inaccurate accrual system we have been using.
 - USA Swimming is offering the choice of yearly bulk renewal of current members which would be easier for the swim parents. Kathy recommends that we stick with the new process of members handling their own USA Swim Membership. This will (1) save \$800 in credit card transaction fees to renew members ourselves and (2) encourage a habit of self-renewal as Kathy can not make changes for them. Kim made a motion to approve. Carmen seconded. The motion passed.
 - We have not received a water bill from WR this month. I am hoping when Tim steps into his role as the WR Head Coach he will be able to keep on top of their water billing.
- **President's Report**
 - **Equity Investment:** Investing \$100K of \$300K in a CD at 5% to increase our rate of return.
 - **Meyer's Pool Update:** Continue to work with the City of Arvada and APEX regarding timing and equipment purchase for the new pool. Planning to purchase, but we are negotiating a package deal that will allow the team to leverage additional benefits with the new pool, including lane time, etc.
 - **Board Retreat:** Beginning to plan for a single or half-day retreat in the Sept/Oct. timeframe so that the Board can dig more deeply into the strategy of the NJST organization, including vision, goals, policies and more.
- **Coaches Report from Carmen**
 - Carmen will spend the remaining \$7950 budgeted for coaching bonuses at the end of the long-course season.
 - Tryout dates have been set to fill teams at all three sites.
 - Planning optional practices in August at Meyers and Wheatridge for all swimmers.
 - Meeting with Tim twice a week to get him up to speed on WR and plan for the site.
 - **Senior Reprogramming:** Met with Kyle, Ashley and Lani to redesign the senior groups to hold onto more kids and fill some gaps the team has. Renamed groups: High Performance (green – sprint group), college prep (orange), National (blue). High Performance has a lot of changes based on the attendance and needs of the swimmers who fall in this group. Lots of cooperative effort with the high school coaches to build their teams and fill gaps. Additional meeting set for July 14th to continue the senior reprogramming.
 - Underwater cameras should be here soon; need to purchase a second iPad for viewing.

- **Apparel with registration for swimmers.** New swimmers will continue to get three t-shirts and a bag tag. Carmen will ask current swimmers for their preference and make a decision.
- **Policies and Procedures**
 - **Volunteer Policy**
 - Working to set up a volunteer structure consisting of nine chairpersons who report to a meet director and are responsible for filling the volunteer meet positions for their particular areas. Additional chair roles within the volunteer structure include Marketing/Communications, Ambassadors, Travel, Equipment and College Recruiting.
 - This approach will help to develop a pipeline of volunteers while building a stronger overall community and reducing Carmen's administrative responsibilities so that she can focus more time on coaching.
 - Will require developing a governance framework to support it.
- **Upcoming Events**
 - 2023 American LC Meet, Garland, TX (7/19/23)
 - Futures Championship, San Antonio, TX (7/26/23)
 - 13+ LC State Championships, VMAC (7/21-23)
 - 12&U LC State Championship, Grand Junction, CO (7/28/23)
 - CSI Open Water Championships, Avon, CO (8/12/23)
 - Western Zone Open Water Championships, Lake Coeur d'Alene, Idaho (8/26/23)
 - Summer Picnic (7/13/23)
 - Annual Meeting (9/16/23)
 - Jason Lezak clinic at Meyers (9/30/23)
- **Meeting adjourned at 7:08 PM.** Next meeting date is scheduled for Tuesday, August 8 at 6PM.