



P.O. Box 746396, Arvada, CO 80006

## Board of Directors GENERAL MEETING MINUTES

4/11/24 | 6:00 PM | Meyers Pool

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**NOTE:** THESE MINUTES HAVE NOT YET BEEN APPROVED.

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- **Meeting called to order at 6:04 PM.** In attendance were: Kathy Hellard, Jennifer Wherry, Mike Countryman, Carmen Babcock, Kim Daly, Lindsay King, Joanne Compton and Dan Sung.
- **Approval of March 12, 2024 meeting minutes.** Carmen motioned to approve. Jennifer seconded. The motion passed.
- **Financial Report**
  - Reports: Travel meet Income will be reported on next month's spreadsheet.
  - Host Meet – will need to adjust Budget for the summer co-hosted meet in June. Even with our Mile High Meet being smaller we cleared \$2265.26 more than last year for short course hosted meets thanks to concessions.
  - Checks have arrived for On Tap Checking Account. Will order a couple of books for Concessions before next season.
  - Kaiser Medical Insurance quote for next year is up 12.97%. Need a decision and approval by May 15. Carmen made a motion to stay with Kaiser. Jennifer seconded. The motion passed.
  - Partch family is still experiencing financial difficulties and is requesting their financial aid be extended through the rest of the year. Jennifer motioned to approve. Lindsay seconded. The motion passed.
  - Approximately 50 swimmers (to date) have given notice that they will be leaving for the summer.
- **President's Report**
  - Have interest from Nate at Evergreen to purchase the Meyers scoreboard. Carmen has an additional team in mind that she could also inquire with. The value is estimated at approximately \$2K (worth 10K originally).
  - Swimmer numbers for the summer are similar to last year.
  - Carmen and Dan met with a lawyer to discuss MOU. It will be boilerplate, but add exhibits for practice water time and host meet space at the new pool.. Discussed limits on concessions and it does not appear we will not have constraints going forward so that it can become a revenue stream. Also had him review the coaches proposed compensation structure; no concerns noted.
- **Coaches Report**

- **Meyers**
  - Set to close May 9 EOB. Must have team items removed from the building by then.
  - APEX has confirmed the summer request. Lake Arbor will be the home pool but time at Secrest is available as well.
  - True opening date for the new Meyers is not set. "Occupancy" date is in flux; it may not be until Oct. 4. Not sure when NJST will be able to practice in the new facility at this time. Alternatives being discussed with APEX P&R.
  - Purchase Order was submitted to Colorado Time Systems & Installation agreement completed for Colorado Time Systems All starting blocks will be purchased by APEX and we will reimburse them for the additional 6 blocks.
  - Dan has priced out a POD to store NJST items while we are out of the pools. It will be stored off site. The team will dispose of the two refrigerators and freezer.
- **Westy:** Black and silver groups are practicing at Westy on Mondays and Wednesdays. May and summer lane requests have been approved. The rental fee for hosting a meet at WRRRC is \$6000, so Carmen dropped that idea.
- **Candelas:** Anna Austin heading up programming this summer. She is currently working on lesson and summer club advertising. Hannah Reinert will be returning to coach and be a lesson instructor; Mary Weekley completes the staff. Looking at setting up lesson aides for NJST to add volunteer time towards the PVSA.
- **Wheat Ridge (WRP):** Offered up timing equipment rental with the equipment that will not be used at New Meyers. I was gifted the little scoreboard Meyers owns but has never used. Once I figure out how to use it, I am going to offer it up to WRP for home meets and FSA for the League meet. For League I told FSA they could use the NJST system 6, harness and buttons to up their meet timing. We won't be using this equipment any longer or at least not for the summer.
  - Madison Voytko will be head coach for WRP. Aiden Meyer, Cheyanne Cordova, Cormac McShane, Anna Vermuelen complete the staff
- **Human Resources**
  - Kristina Domashevich has two long timeframes where she is not available May-July. Anna Austin is finishing her USA certs to fill in for Kristina during this time. Kalea Meyer is filling in for Future Stars until the summer schedule starts.
- **PVSA Opportunities**
  - Coaches at both sites have set up 12&O Asst Coaches to work with the 10&U groups.
  - Exploring options for 1-on-1, 20 minute lessons with 12&O swimmers.
  - Exploring a Carr Drive clean up for the entire team.
  - Looking for ideas and inspiration on other ideas, especially for younger swimmers.
  - Would like to set up assistant lesson instructors / coaches for the Candelas program.
- **Administrative Updates**
  - The summer practice schedule is set and has been sent to members; need to post it to the website.
  - Finalizing competitive group progression and group prerequisites. I will be meeting with Mike, reviewing the 8&U groups and then revisiting with Tim before putting it on the website.
  - I am moving equipment not needed for the April pentathlon and Boys League out of Meyers.
  - Working with Apparel Chair to order NJST logo shorts for the summer team members
  - Submitted the following meet schedule to CSI:
    - NJST Grand Prix Invite - all ages - October 26-27, 2024

- NJST New Pool Kick Off Invite - all ages - November 15-17, 2024
- NJST Narwhal Invite - all ages - December 13-15, 2025
- SL Distance Meet - December 22, 2024
- NJST Pineapple Invite - all ages - January 10-12, 2025
- NJST February Invite - all ages - February 7-9, 2025
- NJST Spring Invite - all ages - LC - May 9-11, 2025
- NJST Summer Invite - all ages - LC - May 30-June 1, 2025
- NJST Summer Scorchers Invite - all ages - LC - July 12&13, 2025
- I bid on hosting LC AG State - July 25-27, 2025

- Carmen is considering stepping up for the Open Water Chair position on the Colorado Swimming Board of Directors.

- **NJST Committee Reports**

- **Credits:** No additional credits are due for the short course season with the exception of Jessica Ganong and Jennifer Trujillo who will each be credited 20% off of April for their dedication during the short course season. With not hosting meets this summer, we will not be offering any discounts for the long course season other than to the board, officials and committee chairs. For volunteers at the one co-hosted meet, we may be able to waive some portion of meet fees.
- **College Recruiting:** USAFA swim coach will present on May 4.

- **Old Business**

- Swimmer Code of Conduct: No update
- Board Policy Manual: No update

- **New Business**

- **Coaches Compensation.** Dan and Carmen have completed a compensation matrix outlining position requirements, annual salaries and hourly pay for all levels of team members. It will cover us legally from a non-discrimination standpoint while providing a standard formula for pay across all levels of staff and helping to anticipate hours for new hires. This new methodology bumps salaries for the next fiscal year by approximately 12% (\$44K). We intend to make up for this income by hosting 2-3 additional meets in the next fiscal year. Jenn suggested the board revisit the matrix in six months to ensure that our projected numbers are matching up with actual. Lindsay made a motion to approve the methodology presented. Mike seconded. The motion passed.
- **Implementation of New Compensation.** It was suggested that the new implementation go into effect September 1. This will give Carmen time to share our groundwork with her staff. Jennifer motioned to approve. Lindsay seconded. The motion passed.
- **Summer Picnic date & location:** Thursday, July 11 at the Allen House Pavilion.
- **Annual meeting:** Saturday, September 21

- **Adjournment.** Kim motioned to adjourn. Jennifer seconded the motion. Meeting adjourned at 7:29PM. Next meeting is scheduled for May 9, 2024 at 6PM.