



P.O. Box 746396, Arvada, CO 80006

Board of Directors GENERAL MEETING MINUTES

5/9/2024 | 5:30 PM | Meyers Pool

NOTE: THESE MINUTES HAVE NOT YET BEEN APPROVED.

- **Meeting called to order at 5:33 PM. In attendance were: Kathy Hellard, Jennifer Wherry, Mike Countryman, Carmen Babcock, Lindsay King, Joanne Compton and Dan Sung.**
- **Approval of April 11, 2024 meeting minutes.** Carmen Babcock motioned to approve. Jennifer Wherry seconded. The motion passed.
- **Financial Report**
 - Balance Sheet
 - Income Statement
 - 100 swimmers have requested leave for the summer - ending membership between 4/30 & 5/30
 - Received payment for HS girls' equipment rental
- **President's Report**
 - MOU
 - Attorney has been informed that this is a friendly negotiation and has revised our memo with this in mind. It should be completed in a week to two weeks and then we will schedule a signing.
 - Scoreboard
 - Approved via email swapping the old scoreboard for the video equipment co-owned by Evergreen. This is the last item linking the teams together.
 - Board Seats
 - Head count of Board members and their term limits in preparation for the annual member meeting in July: Joanne is ending her 2 - 2 year terms, Dan & Mike will be up for reelection to their 2nd term, Lindsay and Kim will be at the end of their 2 - 2 year terms in 2025, Jennifer will be up for election to her second term in 2025.
 - Mike & Dan agreed to seek reelection. Joanne will consider reelection if the Bylaws are changed.
 - Bylaws

- Dan researched and discovered that the Board is able to make a change to the limitation of 2 - 2 year terms per Board member without member approval. Board elections take place at the member meeting and the board elects their officers on a yearly basis.
 - To maintain continuity and experience on the Board, especially with the current growth, a recommendation was made to change the By-laws to 3 - 2 year terms. Dan will draw up the proposal and present it at the June Board meeting for a vote.
 - 2 open seats remain on the Board: Senior Head Coach & At Large Seat. Two recommendations: remove both seats from the Board to keep an odd number of members or to change the Senior Coach Board Seat to another Member-At-Large Seat and elect 2 Wheat Ridge Parents to the Board.
 - Carmen will speak with Tim to discover if there are 2 parents that he feels would be active members of the Board.
 - Dan will write up both proposals for discussion and vote at the June Board meeting.
 - Budget Process/Timeline
 - Work will need to be completed on the Budget by July, finalization in August and presentation to the Membership for approval in September.
 - Dan, Carmen & Kathy will meet over the month of June to complete a budget template and flag line items for discussion by the Board in July and August.
 - Coaches Compensation
 - Salary & complete compensation recommendations will be presented to the Board with the Budget template.
- **Coaches Report**
 - **Meyers**
 - Swimmers may write goodbye messages in sharpie on the walls on the 9th. NJST must have all team items removed on the 9th or it will be destroyed with the pool which will be torn down May 23.
 - APEX has confirmed the summer request. Lake Arbor will be the home pool but time at Secrest has been made available as well. Summer schedule has been in constant flux.
 - A spreadsheet will be sent out by communications so that parents can coordinate schedules and carpooling.
 - True opening date for the new Meyers is not set. APEX may get access on September 18 but will need to do training before opening to the public. Hopefully at the start of October, NJST will be training in the new pool. NJST VIPs will get a walk through prior to opening. Once the summer schedule is settled, Carmen will begin discussions with Apex for access to the pool before the official opening.
 - **Wheat Ridge Site.** This summer practices will take place at the Rec Center, indoors.
 - **Candelas.** Registration link is live on the NJST website and promotional fliers sent to Desirae for their newsletter and FB page.
 - **HR.** 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.
 - **Administration.**
 - Carmen has been appointed to the Open Water Chair position on the Colorado Swimming Board of Directors. First order of business is setting up the Open Water State Champs.

- Power Hour Items (over \$21,000 earned). Name caps have been ordered. The Apparel Committee is working on flannel pants, towels and mesh bags (bags ordered using Speedo sponsorship). Looking to spend up to \$12000 on team stuff. With the following we are around \$11k.
 - Olympic Swimmer Clinic ~\$6000
 - Double Power Tower - \$2400 with shipping
 - Swim Bridge - kickout sticks stored on lane line, ordered 30 (10x WR & 20x Meyers) \$2000
 - Brick Weighted Kick Board \$950 for 25
- **NJST Committee Reports/Credit requests**
 - Committee Chairs
 - Ambassador Chair needs to be filled - Lindsay will speak to Kate Unruh about any interest.
 - College Recruiting
 - Dan will be stepping down as chair of this committee to focus on the position of President
 - Looking for a replacement to continue building relationships with college coaches, setting up presentations, and building a more robust website presence.
 - Timing Chair
 - Coleen Dowling is now the acting chair and has been working in the position for the last 2 months. Kathy will send Lindsay a breakdown of the 20% discount she should receive for those 2 months so that a check can be cut.
 - Officials
 - AO
 - Meet Director
 - Video
 - Meet Setup/Teardown
 - Hospitality
 - Concessions
 - We will not offer concessions at the co-hosted meet in June.
 - We will apply for a license to serve food so that we can ramp up concessions beginning at our first hosted meet for 2024-25 Season
- **Events Report**
 - Past
 - Pentathlon (4/13, 4/14)
 - Power Hour (4/19) cleared \$19,107.46 after all expenses. Carmen hopes to find a female swimmer for a clinic once an opening date is set for the pool.
 - Tops LC Meet (4/26)
 - Upcoming
 - FST LC Open (5/10)
 - June LC Open (6/1) - we will be co-hosting. Carmen will prepare a job sheet for the committee heads.
 - Short Course SLQ (6/8)
 - CSI Prelim Final (6/14)
 - Narwhal (6/14)
- **Adjournment.** Jennifer Wherry motioned to adjourn. Lindsay King seconded the motion. Meeting adjourned at 6:25 PM. Next meeting is scheduled for June 13, 2024 at 6PM.

- **New Business (covered after adjournment & Kathy's departure)**
 - Disciplinary Action