

June 6, 2023 MEETING AGENDA 6:00-7:00 PM

Join Zoom Meeting

<https://us06web.zoom.us/j/89066845798?pwd=NzFBYUlsV1dnUVI4WjdPR3E2ZnJGQT09>

Meeting ID: 890 6684 5798

Passcode: 718131

Begin Meeting with approval of meeting notes from previous meeting

[Sarah Bradley](#) staying on as head coach - create a year to year contract for all coaches to sign.

Candi wants to keep coaching Gold/Silver - competition group, meets, motivational, mentoring silver coach. (in Hawaii October 26 - November 6)

Jaymi inquired about the REMIND app for better communication with families.

Next meeting - review contracts and create a year to year with an added leaving notice clause.

Sarah has proof of team insurance for the parade, Megan will reach out for information.

Alicia will fill out the form and reimburse herself.

Board agrees with the plan that Sarah laid out including time off - Josh, Jaymi, and Kelly feel comfortable stepping in when coaches take vacation or have emergencies.

Discussion about a possible 4th coach - Silver 2 group

This summer all coaching groups are covered - Sarah, Candi, Moriah

Melissa - sent an email to USA swimming for approval for participation in parade

6:15-6:30 PM: COACHES UPDATES (SARAH/CANDI):

May 31- No Josh... Will ask coaches if they can assist (Candi)- COVERED?

Coach Mariah and Coach

Kelly please finish coaching classes COMPLETED? ____

Potentially cancel practice June 1st-2nd. Do we need to cancel?

June 1-2 - Candi is gone to meet (3 day meet) thinking about canceling practice (can we cover for Thursday June 1.

Candi gone May 31, 2023

Water Aerobics at CWU conflict during the summer for time- What is the status?

From David: *"I have spoken with Continuing Education and they will be moving their swim time. Currently they are not sure if they will come in right after your swim at 11:00, or closer to 12:00, however they will not be in during your time at all.*

Also, I have been told by a random custodian that steam will be down for a few weeks this summer. I remember last time this wasn't an issue for your swimmers, but I have reached out to the project manager in hopes of getting some concrete details about

when and what the duration officially looks like. I will let you all know once i hear back from them!"

Swim School - Last day until further notice - May 31st? Ila is moving out of state after graduation. We do not currently have a teacher for Swim School. It would be best to tell everyone in Swim School that the program is suspended until staffing can be addressed... restart no earlier than Fall.

Proposed Summer Schedule		
Group	Coach	Schedule
Gold/Silver 2	Candi	M-F 8am - 10am
Silver 1	Mariah/Sarah	M-F 8am - 9:30 am
Bronze	Mariah/Sarah	MWF 9:30 - 10:30 am
Precomp - Group A	Mariah/Sarah	T/Th 9:30 - 10:15 am
Precomp - Group B	Mariah/Sarah	T/Th 10:15 - 11:00 am
Masters	Mariah/Sarah	T,Th,F 6-7:30 am

*Summer Schedule: We have 8 lanes 6:00 am - 11:00 am Monday - Friday and 10 lanes Saturdays 9-11am.

Laurie and Josh are not available for regular coaching duties this summer.

Summer meet coaches: Sarah suggests sending Mariah with Candi to all meets this summer. She has expressed interest and it would be a good opportunity for her to develop swim meet skills.

Is this chart still relevant? Who created it? - Initially created by Sarah to keep track of growth							
Gold	Silver 2	Bronze 1	Bronze2	Silver 1	Precomp	Masters	Swim School
Candi 8	Josh/ Mariah 13	Mariah 4	Mariah 4	Josh/ Mariah 15	14	17	?
Total Members: 83							

- **HEAD COACH SEARCH.**
 - DO WE PUT IN AD OUT IN USA SWIMMING? SwimSwam? ASCA? Contact IES for ideas?
 - REVIEW OUR JOB DESCRIPTION OF COACHES RESPONSIBILITIES

- HOW MUCH CAN WE PAY A COACH?
- WHEN DO WE TELL THE TEAM?
- Who wants to be the contact person for our search?

- **SPRING BANQUET RECAP**

-Committee signs ups- how did we do? **Work on this after Swim A Thon.**

1. Rodeo, Melissa
2. Run for the Brave, Kelly
 - a. (5k poster is in EAST Google Drive - need a new QR code before we print/advertise)
3. Rodeo Parade, Megan
4. Need for Open Board Positions (Fundraising & ___ or change bylaws)

6:30-645 PM PRESIDENT/VP (KELLY/JAYMI):

- **Run for the Brave 5K**

- Next year's race- do we have a committee? Need to set a date for the race and meet with volunteers.
- First meeting__September 30th or October 7th_____
-

645-7 PM TREASURER (Alicia):

- Budget overview - **provide board members for line item review of current budget for discussion Available on Google Drive under Finances**
 - **\$\$ spent from fundraising account \$6208.95 fiscal year-to-date**
 - Can we vote on changing our 3 children discount policy to 2 children discount for 2023-24? Alicia will look at the numbers to see if we can afford giving 10% off for the second child. Discuss at the next meeting.
 - Should only be about \$200-300 less with current swimmers
- Notify parents of any changes to events
- Who will be in charge of updating website? Backend updates need to be done.
- Athlete practice attendance/reporting to coaches
 - OnDeck app for correspondence?
- **I've started a passwords document - it's added onto "EAST Board Contact List & Accounts" in Google Drive**

Tightening the budget for 2023-24 compared to last year. Will review the budget at the next meeting. Documents available on Google Docs.

7-705 PM SAFE SPORT (Jaymi): Did we get everyone's safe sport signed up? **need more kids/parents. Sarah will send my recent email out soon.**

Do we still need to vote Megan in as SS rep now? **Yes.** We need to get families to watch videos....I started an email with link and instructions to do on their own...should we also provide a date to set up video for parents to watch in the lobby??? **No, but maybe for kids if we don't get enough to watch.**

Jaymi is writing an email to send out to parents as a guide to watch the video. Safe Sport changed the age of swimmers to 13 and over. **(we still get credit if younger kids watch...prob anyone 11 and over would be appropriate.)**

Safe Sport expires May 2024

Swimmers need their own log in to have the video count

705-710 PM FUNDRAISING (MELISSA):

discuss ideas for allocation (%) of funds raised through fundraising efforts
Gatorade cooler

We raised 8,874.85 minus \$443.74 (5% to USA Swimming; minus \$265.48 to TU for transaction fees on their site. All invoices/receipts in Fundraising Drive under Swim A Thon 2023. Also sent copies to Alicia. Grand Total to our account should be 8,165.63 (if all the TU fees have been invoiced). (paid TU online)

Incentives- (USA swimming incentives have been ordered)

- 14 water bottles (bought @costco. Need to engrave or put stickers on)
- 9- Swim Bags (need to order)
- 7- Parka/Gift Certificate

Search for Melissa's replacement- anyone interested?

- Melissa did you send out Fred Meyer Rewards reminder- yes

It was suggested that Karen Mallela would be a good fit, Kelly Pritchett will reach out.

710 PM REGISTAR (MEGAN):

Scholarship Program Ideas?

Rodeo Parade Sign Up with Chamber- getting proof of insurance to sign-up and get this going.

715 PM OFFICIALS: Josh Nelson-Ichido

No new developments/interest

Chris Callahan - 1 session left to get done with on-deck training

Jonathan Betz - Very interested in Officiating

Equipment to be replaced for this year's requirement with CWU: fins, buoys, kickboards, speakers (2). Candi will talk to David. - Do we have some items to approve to replace or purchase?

Review Bylaws for 2023-24. Have proposals of any changes needed or to correct by May meeting.

Proposed to change the following:

FROM:

MISSION

The Ellensburg Area Swim Team's mission is to provide athletes with the environment to realize his or her potential and learn the skills that will enable success in swimming and life.

PURPOSE

The purpose of EAST shall first be to promote interest and success in competitive swimming. Athletes shall be treated equally and shall advance in the competitive groups based on merit and attitude. EAST represents the interests of the swim team to the Inland Empire Swimming. This representation is performed in accordance with the revised Articles of Incorporation and under the rules prescribed by USA Swimming and Inland Empire Swimming.

SAFE SPORT

The primary purpose of EAST is to encourage participation and the pursuit of excellence in swimming. Unfortunately, safety problems can derail this goal and negatively impact lives. This is especially true if the problem could have been prevented. PREVENT, RESPOND AND REPORT are three specific actions each person can do. Our athletes will have **monthly** training to educate them on each of these actions. These actions not only help prevent safety problems but ensure those which do occur are properly addressed.

Take Monthly out

Board voted on change to Safe Sport

TO:

MISSION

EAST strives to provide a community centered around aquatics in the Ellensburg Area. Our organization seeks to introduce, teach, develop and maintain skills necessary to be successful in swimming at all levels. Through our community and guidance, we hope to develop camaraderie and self-esteem, encourage physical fitness, and promote a safe and positive environment so athletes can reach their fullest potential!

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Per change made by Sarah and featured on our website and in the parent handbook.

All those in favor: _____ All those opposed: _____

Propose to correct:

ARTICLE IX. GRIEVANCE PROCEDURE

The first step in a grievance shall be for the two parties to attempt to come to agreement between themselves by whatever means are acceptable, utilizing the EAST Code of Conduct as a guide, to all concerned provided there is no conflict with these by-laws or any other procedural documents which may be adopted by this organization. Such an agreement must be documented and signed by all parties involved and recorded with the secretary within seven (7) days of signing. If no agreement can be reached then the matter can be referred, in writing by either party, to the president for binding mediation by the Executive Board. The time limit for filing a grievance is 15 days from the time the incident began.

Grievance hearings shall be held within **seven (15) days** and shall be closed to all but the concerned parties and their witness(es). The Board may disallow any witness contingent upon their relevancy to the specific grievance. A Quorum of members of the Executive Board shall hear said grievance.

All those in favor: _____ All those opposed: _____

Any other changes needed?

Review Budget for 2023-24 at _____ meeting

Review EAST Parent Handbook for 2023-24 at _____ meeting (add in any new items we have decided upon such as if we choose to do an official incentive and/or changing swimmer discount policy or any other potential financial/membership policy or dues amount)

Summer/End of Season Banquet and Annual Meeting Date _____

NEXT MEETING:

CLOSE

Minutes taken by

Attendees:

Once we have the time or detailed plans of how to go about- if you are interested in leading and creating proposals or materials place your name down:

- Recruitment Flyers (once we get coaching settled)
- Put together a scholarship or program and ask Rotary, Hopesource, KVH, and other community service groups if they will sponsor the program).
- Make future plans to host some clinics