

October 2, 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: Vote to approve July Meeting minutes - Approved

Primary focus of tonight's meeting should be preparation for the upcoming swim meet.

6-615 PM: COACHES UPDATES (SARAH/CANDI):

Taxes: Notice from IRS was actually notifying that 2021 taxes were not filed. I met with Jeremy at Bivens and Wilson this morning and have hired him to file the missing 2021 and then prepare to file for 2022 (we have about 3 months before that filing is due). The fees from IRS could be a few thousand dollars. Jeremy will request waiver of these fines but it is not guaranteed. Once we are caught up, it will be about \$700 per year for them to file taxes for us.

I propose that moving forward, this is absorbed as a regular operating expense and that the board never allows a volunteer to handle our taxes, regardless of their background.

\$1,000 per year spending

Recent order satisfied our 22-23 and 23-24 spending:

28 x Lifetime folding chairs

Folding chair rack

21 accusplit stopwatches

HOD met Sunday October 1st:

A few updates

1. IES will be increasing SafeSport requirements (April will be supporting teams) in order to prepare for Zones and National level upcoming meetings.
2. USA Swimming is reporting an overall 30% decrease in membership across the country. IES created a report for IES membership over the past 15 years. [Click here for a copy of the report](#) EAST was mentioned as having a wildly successful increase in membership since 2021. Jody will be reaching out to clubs to find out what they are doing to find success in increased membership.
3. IES is searching for ways to increase 12 and under representation at SC Champs and AG Zones. SC Champs qualifying times will likely change from BB to B motivational time standards. However, IES coaches are still committed to sending their B swimmers to Jr. Champs. EAST will require that B standard swimmers attend Jr. Champs as a requirement to attending SC Champs.

Oct meet-

Closed deck meet - only badged volunteers/coaches/swimmers will be allowed on the pool deck. All spectators will view meet from the mezzanine area. No camping will be allowed anywhere in the aquatics building. All "camping" needs to be set up in the auxiliary gym.

Hospitality will be set up in breezeway in front of aquatic center building, not the storage closet on the pool deck.

Awards will be set up in the pool office.

T-shirt vendor will set up in Auxiliary Gym.

Meet information desk/Volunteer Check-in and Check-out will be set up in front lobby.

51 swimmers signed up to swim from EAST

Following parents need to be contacted and encouraged to take on more meet hosting responsibilities (they've either taken very little, such as setting up or just timing, or nothing at all):

Callahan - Official

Cross - Meet Info Desk

Cunningham -

DeHerrera -

Betz - Awards

Herion

Pritchett - we just need to get you signed up in the system, you've already volunteered; Robert at Meet Info Desk, which day?

Carollo

Tonseth

Arnold - signed up for Office and shadow for official

Burton -

Corbett - Sunday Head Timer of runner

Acheson

Tonseth

Bringolf

To do items:

1. Call the above families and get empty positions filled
2. Attend the Thursday volunteer lead meeting over Zoom at 6:30 pm.
3. Make signs - purchase 11x20 posters from Dollar Tree to make large signs, such as "No Camping on or behind bleachers", "To Auxiliary Gym", other Safesport signs
4. Get yellow tape for roping off areas as needed - Kelly
5. Get yellow vests for Marshal positions (8) - Alicia
6. Get medium size gift bags for awards to send home with teams (8) and large gallon ziplocs - Jaymi
7. Get poker chips (or something like that) to hand out to heat winners, will redeem for a duck - Joy
8. Have an area for first aid supplies and access to AED. This information needs to be shared with coaches and officials - Sarah
9. Follow up with D&M Coffee/Cornerstone Pie, they are offering 10% off coupons to our swim families for the dates of the meet and a discount on their coffee and pizza for our hospitality.
10. Set up a video stream from meet into auxiliary gym so people in gym know status of meet - Kelly/Josh
11. Volunteer crew to clean area outside of back exit, toward auxiliary gym - Josh
12. Volunteer crew to label folding chairs and stopwatches with "CWU Aquatics"
13. We need to use this meet to purchase a variety of supplies for hospitality. Karen/Mekenzie will be making a list of needed supplies. We will need totes to store these items when not in use.
14. Set up and test all timing equipment. Train as many as possible on this system.
15. Volunteer Leads - take notes on position responsibilities so we can build out a new meet hosting resource for future meets.
16. Stairs need to be removed from deep end of pool. This is a difficult job when the stairs haven't been removed for awhile. - David
17. Diving board needs to be lifted up. Does it swing all the way back against the wall or do we need to find the block that lifts it up? - Set up crew
18. Volunteer crew to fix backstroke flags. They need to be stretched out so they fit across all lanes.
19. We need someone to sing national anthem both days. Set up crew
20. Team shirts should be done before meet. We need to get the shirts and new team caps handed out before the meet. I'm assuming we will need to use the old black caps as we do not have enough of the red caps for everyone?

	Membership Numbers							
	Gold	Silver 2	Silver 1	Bronze	Precomp	Masters	Private Lesson s/Sat Swim School	M/W Swim School
July total 89	Candi 9	Candi/ Mariah 13	Sarah 16	Sarah 13	Sarah 16	Sarah 15	Lauren 7	0
August total 63	Candi 7	Candi 6	Sarah 6	Sarah 7	Sarah 15	Sarah 13	Lauren 9	0
October Total 113	Candi 6	Candi 11	Sarah 14	Sarah 24	Sarah 18	Sarah 18	Jenna 7	Abbie 15
	*Mariah helps with Sarah's groups M/W/F 4-6:30 pm							

People need to register for the new year

Need to work on Liability form for team/swimmers

Candi recommended Jim Dennison

615- 625 PRESIDENT/VP (KELLY/JAYMI):

- **Run for the Brave 5K**
 - Fundraising efforts
 - \$1717.84 in ticket sales
 - Expenses: \$867
 - \$1550 in donations
 - **\$2400 total (after expenses accounted for)**
 - Match from microsoft? Sales or donations
 - Kittitas veterans donation?
 - Do we want to do the event again?

625-635 PM TREASURER (Alicia):

new budget for the 2024 fiscal year.

635-645 PM SAFE SPORT (Megan/Jaymi):

Did we get everyone's safe sport signed up?

*we need Laurie and Kelly to sign Coach Code of Conduct so we can submit for points
Jaymi received them - just

Safe Sport expires May 2024

Swimmers need their own log in to have the video count

645 PM FUNDRAISING ():

Joy Schneider -

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

650 PM REGISTRAR (MEGAN):

Scholarship Program Ideas?

Daily Record - Results after meet

655 PM OFFICIALS: Josh Nelson-Ichido

Chris Callahan - in final certification

3 (or 4) others interested

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 are 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 with 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 begin grieved took place.

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 officials 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