

January 14, 2020 Board Meeting Reports from Phil Barnes

1. Finance Committee - I've been reviewing the sanction spreadsheet for meet activities Marie has been entering information as she received it so we have a better idea of the income from meets. We haven't received a summary for December yet - not likely till the end of this month. The next finance committee meeting is the beginning of February to review the second quarter.
2. Audit Committee - waiting on Treasurer's return to CR. Have a template ready for an internal financial system review. Putting in a budget request for an external audit for next year.
3. Budget Committee - sent an email for distribution requesting input for 2020 budget from division heads and committee chairs:
 1. In the past we've distributed the excel/google sheet for the past budget and asked people to update. It's had mixed success. This time I'd like to try something different:
 1. Each committee chair and division heads (General Chair, Admin Vice Chair, AGE Group Chair, Senior Chair, Finance Chair, Athlete Exec Committee, Coaches' Rep) is responsible for submitting budget estimates for Sep 1, 2020 through Aug 31, 2021 to the budget committee by **February 7th**.
 2. Admin Vice Chair is responsible for the office expenditure estimates and convention
 3. Finance Vice Chair will work with the Treasurer and office on estimates for meet, registration and investment income.
 4. Athlete reimbursement estimates should be provided by the Senior Chair
 5. Budget estimates should include expenditure, rationale for expenditure and (if any) income. There should also be a best guess forecast for 2021-2023.
 6. The budget committee will turn around the estimates into the budget format and provide back to the board and committee chairs by the February 14th. this will allow 2 weeks for feedback prior to the Board Meeting at the end of February.
4. Officials Committee: Concussion Protocol Training (CPT) required for certification as of January 15th (also for coaches). About 20% of officials still have to complete training. Net increase of 3 officials since December . Planning on an Iowa Swim Officials Conference for September - will be putting in a budget request for next year.