

Red Wing Swim Club board of directors meeting 9/10/2019

1. Meeting called to order at 7:07 pm
2. Attendance: Jeanne Cook, Beth Flattum, Jen Ihrke, Brent Jaynes, Jackie Jech, Neil Lahammer, Alisha Likness, Matt Lovett, Liz Magill, Kari Voth, Meridith Wardle. Tim Mann arrived 7:17. Jason Hoppman was absent.
3. Approval of minutes
 - a. Motion to approve past minutes for meeting on 7/30/19 by board members present at that meeting made by Matt, Meridith seconded. All in favor.
 - b. Motion to approve minutes from board meetings on 8/12/19 and 8/15/19. Motion made by Matt, Meridith seconded. All in favor.
 - c. Approved minutes should be uploaded to the website, along with the Bylaws. Beth volunteered to do this.
 - d. Only formal meeting minutes need to be uploaded, not working committee notes.
4. Bylaws
 - a. Final version needs to be signed.
 - b. Beth will put on website
5. President's Report
 - a. Swim caps
 - i. We are out of competitive caps for meets. Should an order be placed for more? Price break at order of 200, latex \$2.59 and silicon \$4.59. Personalization is \$3 more for either.
 - ii. Do we have an official policy on the first cap being free, pay after that? That was the practice in the past. Possibly give swim caps to kids that volunteer at events as an incentive?
 - iii. Further discussion tabled until the final registration numbers are in and the budget is completed.
 - b. Permits obtained for Fall and Winter practices, January meet, dryland practices
 - i. The pool will be closed for repairs 11/13-11/22
 - ii. Options are:
 1. do dryland at the school at cost of \$31/day for gym
 2. YMCA pool rental available on 4 of those dates. Quote of \$150/day for the pool
 - iii. Team building event (movie night at the ELC building) could be held one of those nights instead of dryland at school or YMCA pool practice.
 - iv. Possibility that maintenance will be done sooner, we could get back in the pool sooner if that happens
 - v. Discussion of finding a lower price at the YMCA. Liz is going to contact Mike at the Y to see if a better rate is available. Brent discussed the YMCA's options as a non-profit to make a donation to the RWSC.
 - c. Social Events
 - i. Jackie is planning a movie night for the first social event this fall. The event can be held at the ELC. November 15th discussed as possible date.
 - ii. Any currently registered swimmer can attend
 - iii. Coaches can attend on a volunteer basis

- iv. Motion made by Jen to approve this event. Matt seconded. All in approval.
- d. Repair and replacement of pool equipment
 - i. Tim bought new battery for the Colorado System when it failed prior to a meet. He will need reimbursement.
 - ii. Clarified with school the repair policy. School is responsible for repairs of existing equipment. The school will reimburse the club if club pays for repairs.
 - iii. If items need replacing, the school would like all groups that use the pool to contribute to the cost of replacement. A line item in the RWSC budget can be added for collaboration on replacement costs.
 - iv. School contacts should be notified if anyone notices repairs that are needed. Contacts are Don Featherstone, Kevin Johnson, and Dawn Wettren
 - v. RWSC coaches should check on Colorado System before meets in order to give the school a chance to make the necessary repairs.
- e. Employee Files
 - i. Employee files started. These contain the information provided on each coach from the USA Swimming website. All certifications, training, and background checks are noted.
 - 1. Club will reimburse coaches for background checks and training costs
 - ii. Discussion of how clubs are notified if coaches do not meet USA Swimming coaching standards or have committed a violation. USA Swimming notifies MN Swimming, which will notify the club representatives.
 - iii. Matt has employee files in a locked location.
- f. Fall coaches schedule
 - i. 28 days in fall session. 10 days with 3 or more coaches, 15 days with 2 coaches, 3 days only 1 coach currently available.
 - ii. New teacher at school is a swim coach. He is interested in helping with club, but not right away. He needs some time to settle in to his new job at the school first.
 - iii. Ratio of coaches to swimmers
 - 1. Minimum of 2 coaches needed for safety reasons.
 - 2. 3 coaches gives more focus to all 3 ability groups in the pool.
 - 3. All coaches must be certified by USA Swimming
 - iv. Coaches workouts for fall session
 - 1. Tim asked if he had workouts that he would like the assistant coaches to be following for the fall session. Replied that there are workouts available on the USA Swimming website for the coaches to use.
- g. Motion made by Matt that the RWSC adopts a policy that all communication with the head coach from the board goes through the President or the Vice President. Liz 2nd the motion.
 - i. Discussion: Question raised about this relating to timecards as well? Time cards will come through the President or Vice President and be passed along to the Treasurer.
 - ii. This policy provides a consistent voice/message for communication between the coach and the board.

iii. Vote taken: All in favor.

6. Vice President's report
 - a. Nine policies proposed by the policy committee
 - i. Equipment
 - ii. Reimbursement
 - iii. Social media
 - iv. Purchase approval
 - v. Job descriptions
 - vi. Employment file
 - vii. Hiring
 - viii. Coaches communication
 - ix. TBD ☺
 - x.

Motion to move to a closed sessions made by Matt. Seconded by Alisha. All in favor.

Session re-opened

7. Treasurer's Report
 - a. Budget meeting scheduled for 9/16/2019 at 6:45 pm in room C239 at Bluffview.
 - b. Meridith distributed the 2018/2019 Profit Loss statements.
 - c. Matt mentioned that making the head coach a salaried position should save \$2500 for the next budget.
 - d. Matt reported on some scholarship funds being donated to the RWSC. Dedicated scholarship funds donated by local business should help offset the cost of scholarship swimmers.
8. Fundraising
 - a. Car wash generated \$725.
 - b. Matt would like to try a Heggie's Pizza sales fundraiser. This has been successful for other clubs in the past.
 - c. Last grocery bagging generated \$1354. Grocery bagging is a successful fundraiser for the club. Need to encourage more kids to participate. 3 more bagging weekends are currently scheduled.
 - d. Spaghetti feed coming up on October 5th.

Motion made by Beth to adjourn meeting. Brent seconded. All in favor.

Meeting adjourned