



RRV WAHOOS

Board of Directors Meeting Agenda
May 18, 2016

Meeting called to order at 5:15PM at Hyslop Pool Coaches Office

Members present: Stacy Olson, Mark Schill, Val Hills, Matt Nilles, Ian Watson, Jim Higgins

Members not present: Fayez Almulla

Also present: Bryan Walls

Approval of previous minutes

Agenda Item: Approval of previous meeting minutes
Discussion: Minutes were not ready due to an error from the club secretary.
Action: Item was tabled until the next meeting.

Coach Update

Agenda Item: Coach's Update
Discussion: Amanda and Carly went home for the Summer but will be back in the Fall. Dan goes to Europe on June 20. Beau is leaving at the end of the Fall season (after school lets out). Bryan is interviewing and coordinating with Marlena and Regan, both swimmers for the UND swim team. There is also a possibility that the WAHOOS might lose their key to the Hyslop pool due to UND policy. If that happens, we will be entirely dependent on the Hyslop staff to keep the doors open.
Action: Discussion was completed.

Financial Report

Agenda Item: Financial Report
Discussion: Ian briefed the BOD on the current financial reports. Ian also mentioned the club is looking at potentially hosting a bigger meet, like sectionals, but will have to go through a bidding process. This would help make up for any shortfall by not hosting the state short course meet as often in the future (due to west Fargo's new pool construction).

Action: Discussed

Discussion of club roles and volunteers

Agenda Item:

Club Roles and Volunteers

Discussion: The Board discussed all of the roles and tasks needed to run the club. In general, the board defined five overall management areas/roles which included: Financial, Meet Management, Team Management, Officials Chair and LSC Representative.

Under financial management, sub-roles included:

Controller/Operations
Treasurer (high level policy)
Meet Finance

Meet Management roles included:

Director
Timeline/scheduler
Concessions – Hospitality, Purchasing and Staffing
Logistics
Apparel

Team Management roles:

Fundraising
Operations – Travel, Team Events, Team Suits and Supplies (swimoutlet)
Marketing
Volunteer Booster Tracking
Social
Coach's Liaison
Website
Communications
Safety
UND Liaison

Officials Chair:

Staffing – Officials, Timers, Administration

LSC Rep

Mark would further develop and attach people to each task/role for discussion at the next board meeting

Action: Discussion was completed.

Next Parents Meeting / Board Meeting

- Board Meeting – June 6

- Parents Meeting – June 9

Meeting Adjourned at 6:22 PM.