

Devilfish PAC Meeting Minutes

July 15, 2024

Present: Susannah Lucas, Chris Ouellette, Catherine Choudhry, Meg Myers, Steph Concannon, Hilary Crall, Nicole Young, Adrienne Manahan, Debi Kapuscinski, Keri Giordano, Catherine Matera, Maureen Sahm, Allison Levitt

Absent: Bryan Peterson

- **May 13, 2024 Meeting Minutes**
 - Approved via email.
- **New/Old Business (Lucas)**
 - Welcome to our newest PAC Members Catherine Choudhry and Steph Concannon. Catherine is taking on publicity and communications. Steph will work with Keri Giordano as Keri bridges two roles as Community Liaison and shadowing Nicole Bregman on Apparel once Nicole graduates from the PAC next year. Both Catherine and Steph served as age group parents for 9/10s and did an incredible job in that role. We are thrilled to have them on board!
- **Coaches Update (Myers)**
 - Summer is going well. Fred's email updates are very thorough.
 - Tryouts last week went well. Groups to be sent out shortly.
 - The PAC will move towards Microsoft Teams as the way to stay connected and communicate without texts and emails all the time. Minutes will be posted and approved there. We can chat through Teams and stay better connected.
 - Long Course Nationals are the last week of July and right beforehand Danny Pierce is swimming in Futures.
 - A new volunteer policy will take effect in the fall and will need to be approved before parents finalize their child's registration. The new policy is very fair and will ensure that all parents do their share of volunteering to ensure that meets run smoothly. Age group parents will help reiterate the importance of volunteering.
 - Coaches are trying to move paperless on goal sheets, etc. for the fall.
- **Treasurer's Report (Ouellette)**
 - Chris is working on budget file preparation. Meg can now run financial reports which will help streamline the budget process.
 - The PAC's use of Teams will make budget preparation and monitoring more collaborative and will help things run more smoothly.
- **Standing Committee Reports**
 - **Meet Director (Manahan)**
 - Devilfish Classic (DFC) is all hands on deck event and parents must volunteer to help the meet run smoothly. Planning for the DFC is well underway.
 - Confirmed dates are October 18-20, 2024. Parents with children swimming in different sessions will have to volunteer for multiple sessions.
 - Hoping to offer a livestream of the DFC and we are in touch with the videographer.

- ***Apparel*** (Bregman (Young))
 - Team gift will be hooded sweatshirts.
 - Detailed size information will be communicated on how the sweatshirts fit.
 - Team swimsuit sale will be September 18 starting at 5:30pm.
 - Team Spirit Wear will be for sale again and we hope it will arrive right before the DFC.
- ***Community Liaison*** (Giordano/Concannon)
 - Considering having older swimmer volunteer to mentor younger ones (as opposed to all being automatically assigned.)
 - We are in the process of planning for next year: Age Group Parent (AGP) responsibilities, timelines, etc. Reach out with any thoughts as to how we can improve our process.
 - It is so important for new parents to know who AGPs are during initial dual and invitational meets.
- ***Social*** (Goodman (Sahm))
 - Long Island is scheduled for December 13-15th which is traditionally the weekend of our team holiday party.
 - Working on scheduling for holiday party. Perhaps it is held in early January instead.
 - The End of Season Banquet will be held at Shack on Sunday, April 27, 2025.
 - Discussed details of Parent Social and rethinking format of event since the beginning of the Fall is such a busy time. Perhaps we combine parent socials with the Age Group activities.
 - Considering a gathering for all parents in the gym during the Bagel Bash.
 - Keri and Steph will suggest places like the Cranford Hotel for AGP socials.
 - Aim for something in January for all parents.
- ***Fundraising*** (Crall)
 - Jolyn fundraiser planning is well underway. Thank you to the team members who researched this fundraiser.
 - These suits will be branded with the Devilfish logo. These are practice suits only. They are not in place of the team suit. This is a practice/warm up suit only.
 - It will be offered to all swimmers. Girls will have Jolyn options and boys option will be the Finis brand.
 - We will offer the personalized Devilfish towel as a fundraiser again this year (back by popular demand!)
- ***Travel*** (Matera)
 - Long Island is weekend of December 13-15.
 - Instead of a lunch out for the 11 & overs at Long Island on Saturday, we're looking to do a lunch in the hotel conference room. Details still to be worked out. Dana Babeu and Alison Giuliano are looking into a restaurant called The Guac Shop which will be a healthier option and can handle all allergies better than a restaurant.
 - We're also looking into providing a grab and go boxed meal for folks on Friday night. Jersey Mike's is possible vendor
- ***Officials*** (Tao)

- Silvers dinner update: Landmarc Americana changed menu and pricing. Was previously \$25 per person and now is \$35 per person. Marriott Conference Room with a catered dinner is a possibility instead.
- Officials training level 1 class scheduled for Wednesday, October 2 hosted at the Westfield Y. We have tentatively secured an instructor. Level 1 is for new officials.
- ***Timing System*** (Kapuscinski)
 - No update at this time.
- ***Publicity*** (Choudry)
 - No update at this time.
- ***Vice Chair*** (Peterson)
- **Next Meeting: September 3, 2024 via Zoom**