



Newport Swim Team

October 12, 2022

Newport High School, 5:30 p.m.

Board of Directors Meeting Minutes

The meeting was called to order by President Kasey Postlewait at 5:30pm.

In attendance: Kasey Postlewait, John Wray, Randy Moore, Randi Weisz, Kacey Baxter, Anneke Brown, Dani Williams, Anastasia Kaldy

1. Welcome

Introductions were made and new members were welcomed.

2. Secretary Report

It was explained that the July minutes were lost to a computer issue and had to be recreated from notes. Kasey P. motioned to approve the minutes as submitted. John seconded. Motion carried.

It was mentioned that the September meeting minutes need to be approved. Kasey P. motioned. Randi seconded. Motion carried.

3. Treasurer Report/ Registrar Report

Our checking account is looking very healthy at \$47,899.28 thanks to fundraising. We also received a PPP Loan during COVID.

A P&L was shared with the Board. It was explained that Kasey P. has taken over the teams bookkeeping and cleaned up the accounts after many years of many people managing.

Discussion around the P&L and financials included:

- Last year we had a loss of -\$10,108.41.
- A couple items still missing from expenses. Specifically bills from City for Seahorse and the Invitational. Not sure if it was billed in pool fee at some point?
- Unexpected expense last year was tax preparation. A tax preparer did two years of returns and billed us \$2,000. There is no reason we should be using a tax preparer. The organization's taxes are not that difficult. This was done without board knowledge.
- Other big expenses are pool fees and coach travel.
- This year looks much better. We estimated in July we would be \$10,000 short. We adjusted fees to compensate. It will help offset the shortage.
- Pool rental will increase from \$4.75 per lane to \$4.85 per lane which is still lower than most teams pay.
- New coach to start November 1. We will see an increase in payroll due change in staff.
- \$2,000 is promised to City for the UV system to reduce the levels of Chlorine.

It was noted that we could be still short this year, but we hope to see recovery in the next season. Estimates are high at this point. More fundraising may be required.

John motioned to approve the financials. Randi seconded the motion. Motion carried.

4. Fundraising Report

Dani was recognized for doing a great job since coming on board. It was reported that the Sponsorship/Donation program has brought in \$15,767, including a \$2,000 donation from Tree House Kids Dentistry and \$1,567 from the Taphouse dine out.

Carwash saw generosity from community. People stopped to donate and didn't necessarily want a "wash." The car wash brought in \$4,000, including a \$2,000 Microsoft match.

Yummy Bowl will be doing a dine out in January. Date TBD, so watch for more information.

Microsoft has given over \$13,000 to the team since 10/2019.

There was discussion around a NST basket for Newport Boosters. Sharon Lihou and Ashley Conrad are working on baskets. John reported we also will also have desserts to be auctioned. Hoping for \$500. Last year we got \$315. This year it is November 18 at the Armory. NST had a team table last year. There is also an online auction. This is a big event for NHS sports.

During the fundraising discussion it was noted that race money from Arbor Adventures is not included in the fundraising estimate.

Dani mentioned that she had talked to some companies that had already used their giving budget. She suggested reaching out to them again in Q1 to see if we can add them as sponsors. Board supported this idea.

Dani is thinking of out-of-box ideas for fundraising and brainstorming ideas. A spring carnival is one example. There was discussion around this topic. It was noted that sales are a difficult fundraiser for kids. So there was discussion on alternative types of fundraisers that are family centric for our community.

There was discussion around the Siletz Tribe grants, however it was mentioned that the Siletz like to give funds for physical things such as equipment.

5. Coaches Report

John reported we are at 47 swimmers. We have two tryouts this week. We will be adding 9 if swimmers return from Fall sports. Not sure how we compare to other teams in regards to attrition.

Pentathlon meet was cancelled since it would only be between Albany and NST. Eight teams will attending BDST meet in October. After that we have the Turkey Dive meet.

Top 5 Award will be at Willamette University on Nov 20. We have four swimmers: Jahan, Ivan, Ilona and Gwynn. They will hand out a variety of awards at the event. John nominated for Coach of Year.

John summarized changes to coach certification process. There will be CEs and tracts from USA swimming. Initially it will be free, but future tracts will have fees that vary.

It was also shared that coaches are now mandated reporters.

John also summarized other changes to rules, the Women in Governance Program, proposals on fees, etc.

Time standards will stay the same for OSI in 2022-2023. OSI needs to collect data to establish new time standards. This may open more opportunities of State Championships for some kids. There may be last minute notification to some families. This could affect 10 and under as well as 11-14 age groups. Once closer, John will talk to those families on the bubble.

John has reviewed Handbook, P&P and Bylaws.

Hoodies, Suits and Caps have been ordered.

John reported there will be no outdoor dryland. We will be using the Rec Center's track going forward.

John also reported that at the Coach's session the House of Delegates Review was discussed. They also brainstormed the onboarding of new assistant coach.

Pool will close for maintenance on October 24 and February 20. Practice location October 24 TBD, depending on weather. John will look at Toledo for February 20.

John has learned that the motherboard for Lane 3 needs replaced. It won't impact meets, but it needs replaced. Timing system and scoreboard belong to City and they are responsible for its maintenance and replacement.

There was discussion about lane usage and the agreement between NHS and City of Newport.

John reported we have one family interested in becoming a S&T Judge.

6. New Business

a. New Coach

The plan is for new assistant coach to take on ownership of position. She is planning to be here beginning of November. Will slowly transition dry side duties.

b. New Meet Director

Travis Howard will be stepping down after this season as meet director. We need to find a new meet director that can shadow/train with Travis this year. Ideally it would be a family that can stay in the role for a few years.

c. OSI Fees

There was discussion around home meet payments that were/were not made to OSI. OSI auto debited \$1312.40 on 9/2/22. Randy is unsure why they would debit us without documentation.

Action Required: Randy to look into it to see if it is Splash Fees.

Action Required: John will contact Debbie to see if he can get an answer. Randy to double check forms from Travis and OSI website.

d. USA Swimming registration

There was general acknowledgement that the new process is tedious. Discussion about the process followed. Anneke pointed out that some swimmers' registrations are not reconciling with USA swimming membership.

e. NHS Swimmers

We need to stop NST billing before 10/31/22.

Action Required: John to get Anneke a list of NHS swimmers by 10/31/22.

f. Open money market account for \$25,000.

Kasey P. proposed moving some of our funds to a higher yield account at the bank. A brief discussion followed on what that would mean.

Kasey P. motioned to move the funds. John seconded. Motion passed.

g. Team photo day is November 9

h. Aquatic Center Doors

Kasey P. reopened discussion with the Rec Center about Aquatic Center access. The Rec Center declined our request to use the Aquatic Center doors. The Board had a discussion about bringing up the topic again with the Rec Center and citing the Safe Sport regulations.

The Rec Center also wants someone stationed at the opened door on Mondays.

7. Old Business

a. Bank account changes

Jinji removed, Kacey B. added, Randy M. point person. Alicia is also on account.

b. New scholarship request from on NST website

Form is now on the website

c. NST Scholarship fund amount of \$2000 was approved via email in September

The Board also has come up with a standard for determining the annual scholarship budget. It will be 5% of the funds at season end.

The Vinny Memorial Scholarship is also available to swimmers. It is a private scholarship.

d. Two bronze scholarships and one gold scholarship approved via email in September

e. Pay raises for assistant coaches were approved via email in August

f. Bookkeeping staying with older program for now to save on funds

Using the desktop version of Quickbooks software will save the team around \$200/year

8. 2022-2023 Meetings

a. November 9, January 11, February 8, March 8, April 12, May 10

9. Executive Session

None

The meeting was adjourned by President Kasey Postlewait at 7:24pm.

Respectfully submitted,

Kacey Baxter