

NST Board Meeting on September 17 2019

In attendance: Charles Hurty, Kasey Postlewait, Amy Jones, Cheryl Brown, John Wray, Lucas Ellingson-Cosenza, Luke Bachart, Jinji, Travis Howard, Aaron Bretz, Natasha Knight, and Jennifer Reinhart

Meeting called to order at 5:45 PM

1. Review meeting minutes from annual meeting

- a. John Motioned to accept, Andrew seconded, all in favor.

Jennifer Reinhart: Team Day update The jammer will be about \$18 and girls suit \$43. How should we handle the gift certificates? Leftover balance can be on people's account if they didn't fully expend it. We are ordering about 48 suits. Everyone signed a media consent form. John will hold the media consent forms.

2. Treasurer Report (Natasha) Profit and Loss for August, about \$8,500; we have about \$45,000 in bank account We believe that we made about \$5376 on Seahorse. John motioned to approve the treasurer report, Andrew seconded, all in favor.

- a. Scholarship Review - We have 2 scholarship requests and 1 previously approved. We have planned on awarding up to 5 scholarships. Scholarships cover 50% of monthly dues.
- b. Accountant update - Bookkeeper that we were going to hire got in an accident, so Natasha is meeting with another bookkeeper. Natasha will do taxes and payroll and then pass off.

3. Sponsorship/Fundraising Report (Kasey)

- a. Website update - Added awards, sponsorship link with forms, added info on the Fred Meyers rewards info; it would be great if we could get a sponsoship from every family, but need to keep track of who we ask so we don't ask multiple times. Grove and Oregon Coast bank will be on the shirts this year as sponsors.
- b. Committee - Kasey, Kathy, Cheryl, Jennifer R., April Sides, Tammy Moore
- c. Car wash//bottle drive - Fall event, great that the kids can do it. Kathy was going to ask at a car lot about a date. Tentative date is October 11th and is a no school day.
- d. Dine Out- Clearwater (October 21 or 22 are potential dates), cocktail for a cause
- e. Goal for this year is \$28,000

4. Volunteer Coordinator (Charles) - We billed out 154 hours, they will appear on invoices at a rate of \$10/hr. The service obligation section of website has been updated. Charles will show how to set the tracker on teamunify; Charles will train. Kasey emailed out a tracking form to all families. We usually have 2 or 3 families opt out; and we received about \$1300 in billed volunteer hours. John will mention the opt out form in his next update.

5. Registrar Report (Amy Jones) - We have registered 44 people. 40 year round, 2 flex membership, and 2 outreach. Plus coaches and officials (Reinhart and DJ Smith have registered). We believe about 12 swimmers are missing from this list. Some swimmers (3 or 4) bought suits but haven't registered yet because they are doing another sport. John will remind swimmers that they need to be registered to practice.

6. Coach's Report (John Wray)

Roster and Attendance

Seniors - 6

Gold - 9

Silver - 12

Bronze 1 - 8

Bronze 2 - 11

Attendance is about 85%

Meet and Events Upcoming:

October 12-13 CSW Golden Gator Open/Salem

November 8-10 AAA Turkey Dive/ Albany

November 17 OSI Top 5 Awards/ Corvallis

November 23-24 Pumpkin Sprint/ Lincoln City

November 23 NST-CAT-Bend tri meet / Corvallis

OSI Mini Expo/ House of Delegates: Newberg Sept 28 -29. John will be going and John will confirm the dates for the Mini Meets with Lincoln City. Schedules may change based on things at the meeting.

Student Athlete Board Member: Luke Bachart will be the athlete board member

Next Stroke School: Starting in October; Coach Jenna will be involved. Maria Pettus (Levi's mom will also be involved). The city also has lifeguards giving private lessons and families have expressed interest in NST.

Parent's Meeting: John would like input from board. Encourage all new parents, as well as prior. Carpooling and networking can be discussed. The bus is getting to the rec center very late. John is thinking of having it on a Saturday, probably in October.

Coaching Staff Status: There may be some coaching staff changes in the future. John is exploring options.

Halloween Party: John is going to send out an email asking for a parent volunteer. Kasey suggested October 30th as potential party date.

John's contract needs to be reviewed as well as for the assistant coaches.

Kasey said bronze groups seems really large and Kasey asked how many more bronze swimmers could be added. John thinks one could be moved up to bronze 2 soon. We are about at maximum capacity, might be able to move up a few.

MAAPP Update: We have met the minimum requirements. The one issue is whether the board needs to do the on line training, which would involve all board members needing register. We will hold off, since this will probably be discussed at the House of Delegates. We presently have 1 adult athlete and he has completed the training.

Jennifer Reinhart asked John about the WA meet. It is a senior meet with very competitive qualifying times. Jennifer Reinhart asked about where the OSI 11-14 Short Course Championship. OSI says Corvallis, but John's list says Mount Hood. John will double check location for these championship meets.

7. New Business

a. Board Positions (These will be covered in the Executive session)

- i. Vice President
- ii. Treasurer
- iii. Secretary
- iv. Media Coordinator
- v. Registrar
- vi. Athlete Representative -Luke Bachart

b. Board member Code of Conduct - Kasey distributed, Board members should sign and return to John.

c. Head coach evaluation - Kasey distributed form. Please complete and return by first week of October. She will also email them.

d. Marketing Brochures - Amy emailed to board members examples of new brochures. Amy updated the information (reversed order for monthly fees, bronze to senior). Charles has high quality photos that he will send. John is almost out of pamphlets. Kasey liked the orange because it stands out. Amy will finalize and send out.

e. Tie-dye shirt request - T-shirt printing is based on piece count. If we do t-shirt, they would be at a reduced cost. The shirts would be about \$6, whereas with small count they would be about \$9 or \$10. John said the coaches thought it would be great to have a team get together to honor kids that competed at short course championships and could do group tie dye party. The shirts could then be worn at Seahorse. We could charge \$2 to 3 per kid to recover cost. Kasey is concerned about cost, with new contracts, costs, etc. Charles would prefer if budget neutral. John mentioned that we could use the t-shirts for Newport Open. Aaron motioned to have the

shirts printed, John seconded. All in favor. They will be printed the same as our team shirts, with this years logo on front and back.

Kasey brought up that Connie had mentioned needing some supplies (e.g, paddles), John has scaled back a bit, about \$60.

f. Spring awards events - see above in item e.

8. Old Business

- a. **Review of banquet - next year's date** - It is a long event but seems to go well. By combining with awards we get better attendance. Next year, we should do a sign up. Friday night is challenging, weekend would be better. Maybe we have food during the annual meeting, and then dessert during awards. Kasey would like to book it for Sunday September 13th and will move it earlier. We pay \$150 for the use of the kitchen.
- b. **Huge thank you to Charles and Natasha**

9. Next Meeting

- a. Tuesday October 15, 2019 5:45 PM at Oregon Coast Bank

General meeting adjourned at 7:01 PM

10 Executive Session

- a. Board position vote
 - i. Media Coordinator - we need to feed good information to media outlets. John has been writing articles and submitting them. Helping with marketing.
 - ii. Registrar, works with families to get swimmers registered, works with OSI and USA swimming, and helps with website.
 - iii. Secretary & Volunteer Coordinator- takes and posts board minutes and keeps track of volunteer hours that families report and send emails.
 - iv. Treasurer - keeps track of the team's income and expenses.
 - v. Fundraiser Chair - coordinates fundraising activities with fundraising committee (Kasey will assist).
 - vi. Vice President - assists the President and Head Coach with day to day operations
 - vii. Athlete Representative
Andrew would have limitations as a city employee soliciting donations.
Jinji, Andrew, and Travis are considering board positions.

Kasey motioned for Cheryl Brown to be secretary, Amy Jones to be registrar, and Aaron Bretz, Media Coordinator, and Luke Bachart to be Athlete Representative.

Andrew seconded, and all in favor of these appointments to board positions.

b. Scholarship vote: 2 applicants received. John motioned to approve scholarship requests; Andrew seconded. All in favor.

Executive Session adjourned at 7:40 PM

On September 20th, 2019. Kasey sent an email to NST Board members that:
Andrew Grant has nominated himself as Treasurer and Jinji Wimalasena has nominated herself as Fundraising Chair. Kasey requested that all board members vote via email regarding these nominations. All board members voted in favor as Andrew Grant being Treasurer and Jinji Wimalasena being fundraising chair.