

NST Board Meeting November 19 2019

In Attendance: Cheryl Brown, Kasey Postlewait, Natasha Knight, Andrew Grant, John Wray, Amy Jones, Charles Hurty, Travis Howard, Patrice Grant, Jinji Wimalasena

Meeting called to order at 5:45 PM

1. Membership comments/discussion - No items to report
2. Review October Meeting Minutes
John motioned to approve the October minutes and Travis seconded.
3. Treasurer Report (Andrew Grant)
 - a. Treasurer update - Andrew has resigned as Treasurer effective November 15th; he will stay on to assist with transition to new treasurer.. Patrice Grant has a background in accounting and has volunteered to be NST Treasurer. Kasey motioned to approve Patrice Grant as Treasurer. Motion approved with all in favor.
 - b. Reimbursement forms - Andrew made reimbursement forms, which is a google form. Different form for coaches. Both have information that is output as spreadsheets. Individuals will have to email original receipt to Treasurer (photo is okay). There will a link that will be post on the NST website. If someone makes a deposit they should send a copy of the deposit slip
 - c. Andrew set up mobile banking which will streamline banking/process.
 - d. Net loss of \$770 for the month of October. We have about \$900 in outstanding dues. Payroll is down a bit, pool fees are up a bit (because September wasn't a full month, October was more representative of pool fees)
 - e. John motioned to approve the treasurer report; Kasey seconded
4. Sponsorship/Fundraising Report (Kasey)
 - a. Jinji - will be doing stroke and turn training; so won't be able to lead this committee.
 - b. Fall cash raffle (\$7000-\$9000) - we have potential to raise \$9000
 - c. Car wash/bottle drive raised over \$1000 (car wash cash \$900)
 - d. Microsoft \$1302 (Oct 2019) - Microsoft contributes for all fees.
 - e. Bottledrop \$414 (June 2019 - current)
 - f. Clearwater Dine Out \$250
 - g. Sponsorship update \$3950 (includes Yummy Bowl)
 - h. Amazon smile - be sure to use since NST gets a contribution

Kasey would like to have a head for each fundraising area. Please keep talking it up. Kasey needs help with follow-up. The drawing is on December 6th; Cheryl will do drawing on facebook live.
5. Volunteer Coordinator (Cheryl) - Cheryl now is able to log in; She talked to families at car wash, halloween party and swim meets about logging hours.

6. Registrar Report (Amy Jones) - We have one mom who says that she registered but Amy doesn't see her as registered for this season. John said he believes she is registered. Natasha mentioned that one family has a California address; wants to know if this is the best address for them to get bills/etc.
7. Coach's Report
 - a. Roster - we have 49 current swimmers. After december Seniors numbers will decrease by 2. Attendance has been excellent (76%)
 - b. We have a gold swimmer that will start in December. We also will be moving some swimmer from bronze to silver; and from bronze 1 to bronze 2.
 - c. Meets - we have 4 upcoming meets
 - i. Nov 23-24; Pumpkin Invite (Lincoln City); 21 swimmers signed up
 - ii. Nov 23 NST-CAT-Bend Tri Meet (Corvallis); 14 swimmers signed up
 - iii. Dec 6-8 CAT Senior Open (Corvallis); 8 swimmers signed up
 - iv. Dec 13-15: TEAM Winter Open/Eugene (17)
 - d. Senior Group Workout Changes: Senior practice time is changing due to most swimmers doing high school swim.
 - e. Turkey Dive Meet Summary (Albany) - see John's handout/email
 - f. Bronze I & II; we had to change time because of high school swim schedule. We will make it work.
 - g. Coaching In-Service Completed - completed this 3 weeks ago for all coaching staff. Worked on new drills and materials from OSI House of Delegates meeting
 - h. Meet Official Status - Jinji has offered to do the Stroke and Turn official training. John has reached out to Sheila who trained DJ Smith. John is still looking for 1 or 2 other parents. Looking for another AO. DJ Smith did training at the Albany meet; she will be fully trained soon.
 - i. Pacific All-Star Applications - Layla and Lucy have qualifying times; application will be submitted on December 9th.
 - j. Top 5 Awards: Lucy and Layla received awards. Lucy was able to attend and receive awards.
8. Media Coordinator - lead not present, nothing to report at this time
9. Athlete Representative Report - lead not present, nothing to report
10. New Business
 - a. Holiday Party - John will look for a parent to volunteer.
 - b. Arena volunteer - suit order has not been fixed; Jennifer Reinhart has stepped down as the Arena volunteer rep. Kasey has requested a list of duties of the position. John has said other teams have coach be the Arena rep; and he is willing to do it. John already has extra caps, suits, t-shirts, etc. Kasey said the main issue is that the poorly fitting suits haven't been corrected yet. Kasey wanted to be sure that Kelly knows that this was initiated immediately after suits were received.

- c. Team App usage - Kasey recommends that we move to an app to help with communication. Two options are TeamReach and TeamSnap. Kasey would like feedback on which one we should use and our thoughts.
- d. Jenna gift - Kasey is looking for a volunteer to lead gift.
- e. City Contract - contract expires 7/1/2021. We would like to begin the process for new contract in 2021. Kathy Cline would like to have discussions and to draft up conditions of the contract. The high school is now paying to rent the school at the same rate as NST. John has requested info on what is the agreement with the high school and what rate is being paid. John brought up that our team size hasn't grown as expected. A few things John would like; storage space in dry area and putting up banner. We have swimmers who are paying to swim and buying pass to do strength training. Andrew suggested to get comparable rates for other teams in the state. Charles had done this for previous negotiations and the numbers can be updated. Cheryl brought up that other youth sports in the parks and recreation department are subsidized by the City. Please provide any feedback on the contract to John. John and Andrew will meet to discuss NST contract requests. Kasey would be interested in the contract regarding the gymnastics program.
- f. Required board member course
<https://www.usaswimming.org/articles-landing-page/2017/02/07/club-leadership-business-management-school>; last year board members had difficulty saving certificate of completion.

11. Old Business

- a. Head coach evaluation was completed on 10/21/2019; John appreciated the feedback

12. Next Meeting

- a. Tuesday December 17, 2019 at 5:45 PM at Oregon Coast Bank

13. Executive Session

Meeting Adjourned at 7:10
Minutes by Cheryl Brown