

**Minutes of NST Board Meeting
On May 28 2019**

In attendance: Charles Hurty, Natasha Knight, Kasey Postlewait, Katelyn Cassidy, John Wray, Cheryl Brown, and Nyles Toguchi

Absent: Amy Jones, Aaron Bretz, and Lucas Ellingson-Cosenza

Meeting Called to order at: 5:50 pm

1. Approve Meeting Minutes from April 30 2019: John moved to accept the minutes; Kasey seconded; all in favor.

2. Treasurer's Report (Natasha):

Balance on account \$43,972.21; net income of \$8091 in April due to swim-a-thon income.

- a. Payroll: Natasha talked to 2 people about doing payroll. Robin Brown would cost \$175/month and Alicia's Payroll and bookkeeping would cost \$1000/year. They would take care of payroll, taxes, W-2, etc. Robin does the books for Clearwater, Kasey knows Robin; Alicia works for Kip Everett (Tree company). Natasha can ask for references for Alicia and call them; and then we can vote on this next month. Paying a bookkeeper for payroll probably will be covered by credit card fees.
- b. Recruitment for Position: Natasha's treasurer position will end October 2019, we need to find someone interested in being a Treasurer.

Charles moved to accept the treasurer's report; John seconded, all in favor.

Charles position also will be ending in October 2019.

Katelyn announced that her family is moving to Port Townsend after Seahorse, so she will need to resign her position, probably in July/August. We also will need to replace the Student Athlete Position. Travis Howard is interested in being a board member. We will need to start recruiting. Charles will review the bylaws and send out an announcement for families interested.

3. Sponsorship/Fundraising Report/ Swim-a-thon (Kasey):

Kasey set up the team bottle drop account. Kasey will share the account info; the bags cost \$2 for a roll of 10; and it cost a 35 cent processing fee per bag. We have 5 bags. We can collect the bottles for Seahorse. We can maybe once a month have folks bring bottles to the pool and bag them and then bring to bottle drop.

Kasey would need to pass on the sponsorship, fundraising and swim-a-thon duties if she takes the President position in October.

4. Coaches Report (John):

Roster & Attendance: We have lost 1 swimmer, so we are now at 50 team members. John has tested 2 new swimmers but they won't start until September. Both of these families may be looking for scholarships. Attendance has been about 42%.

Upcoming Meets:

May 31-2: Country Financial Invitational/Albany (20 swimmers)

June 8-9: Wine Country SCY/ McMinnville (7 swimmers)

June 14-16: Mike Morris / Eugene (16 swimmers)

June 28-30: TEAM Eugene (12 to date)

July 6-7: Albany Last Chance (not yet posted)

Summary of Stats of Last Swim Meet: 60% improvements at Albany; CAT LC 56% improvement and 5 team records; and 17 A times

Stroke School: June 3 & July 8 (Jenna teaching)

Assistant Coaches Evaluation Completed for Connie, Gavin and Jenna. Jenna is looking into the mentorship program. All 3 coaches will be back next season; but Gavin may be moving.

Coaches Continuing Education: DVDs from recent clinic attended by Connie; Gavin has them now

Beach Days for Bronze, Silver and Gold: Week of July 29th; Coach Connie is organizing

Long Course Qualifiers to Date: 18, not all may be going

Summer Activity Guide for Parks & Rec: NST on the cover

New NST Policy for Minor Athlete Abuse (defer to new business discussion)
Charles moved to accept John's report; Kasey accepted, all in favor.

5. New Business:

- a. Call for Non-agenda Items - None
- b. Fee Waiver for Seahorse (Charles) Pool is reserved and will turn in fee waiver for the rooms application this week. Charles will email to Cheryl so we have a copy.
- c. Julie Bobo-Shisler/Cass Lamerdin - Meet Director for Seahorse; Julie may be here for the meet. John has been contacted by 3 more teams (Blue Crush, Tornados, Eugene City Swim Team) that want to attend. Cass and John have discussed numbers, thinks we might be at about 260 - 270 (including NST).

- d. **Safe Sport Policies from USA Swimming/Compliance (John):** John distributed a draft policy. NST must implement a new policy by June 23rd. Requirements: Annual training required of all coaches, board members, meet officials, head timers, athletes 18 and over. NST needs a mechanism to show compliance, each person needs to log in individually. Records will be kept by Safe Sports Coordinator. John will ensure that coaches are trained and athletes. He will probably train athletes during a practice. Each family will have to sign an acknowledgement that they know of the policy. Athletes that are over 18 if not trained by June 23, they won't be able to train or compete. We are only responsible for ensuring compliance of NST officials. There is meet language that will need to be provided to Julie for incorporation into meet announcement and at officials meeting. USA Swimming is requiring a lockerroom monitoring process. A coaches will walk through before and practice. Coaches will be asked to use family changing room bathrooms. NST doesn't do team travel, but this section of policy is required. Similarly for the section on massages & rubdowns, required by USA Swimming. Components of the policy includes: one-on-one interactions; travel; social media & electronic communication; locker rooms and changing areas; massages and rubdowns.

For meets, we may want to designate the front bathroom for officials, and have coaches tell swimmers not to use that bathroom.

Action Item: Adult Athletes (2 currently over 18, and 3 are 17) Board members, Meet Director, Head Timer (suggested) and Officials affiliated with NST should take the training before June 23 deadline. All coaches have already taken. The training is about 45 minutes. John will include in his next weekly update.

Kasey motions to adopt the "Minor Athlete Abuse Protection Policy"; and Charles seconded with revisions as discussed; all in favor, none opposed.

Charles motioned to appoint John the Safe Sports Coordinator. Katelyn seconded, all in favor.

John stated that this needs to be added to the team handbook. Cheryl asked if we can incorporate into the registration process. John will send out a link to the training via email.

6. Old Business:

- a. Nyles Toguchi - volunteer coaching - liability is covered as long as he is registered with OSI.

7. Next meeting: Will be Tuesday July 2 2019 at 5:45 PM.

Meeting adjourned at 7:24 PM

Minutes by Cheryl Brown