

NST Board Meeting

October 15, 2020

In attendance: Kasey Postlewait, Cheryl Brown, Travis Howard, John Wray, Randy Moore, Natasha Knight, Chyanna Blackburn, Jinji Wimalasena

1. Meeting called to order by Kasey at 5:45PM –Kids are back in the Water!
2. Appointment of Board members
 - a. John Wray - Head Coach
Kasey Postlewait - President 10/21
Natasha Knight - Treasurer 10/21 (unless filled before)
Travis Howard – Meet Director and VP, 10/21
Aaron Bretz –Media Coordinator, 10/21
Cheryl Brown – Volunteer Coordinator -10/21
Jinji Wimalasena – Secretary, 10/22
Randy Moore – Registrar 10/23.
Chyanna Blackburn –Athlete Representative for 2020-2021.
 - b. Kasey made a motion to approve Randy Moore as board member to replace Tammy Moore's position (voted in last month), this was seconded by John.
 - c. John made motion to approve board members as listed above and Travis seconded motion.
2. Secretary/Volunteer Coordinator Report
 - a. Cheryl reported that September minutes were sent out to board members. September minutes were approved with the correction that Tammy Moore was appointed as a board member during the September board meeting.
 - b. Volunteer hours have been zeroed out.
 - c. Volunteer hour requirement for the 20-21 season will remain at 20 hrs. Adjustments to this requirement will be made if needed, depending on opportunities to volunteer.
 - d. Mariah Pettis volunteered to store NST equipment, John has requested that this be counted towards volunteer hours served. This was agreed to by the board.
3. Treasurer report:

- a. Natasha reports that there is no new information to report from the previous months report.
 - b. Tracking PPP loan funds – NST was granted \$8200 in Covid relief funds, Kasey will ensure tracking and reporting requirements are met.
4. Fundraiser Report
- a. Swim a thon funds have been closed out and NST raised \$3597. USA swimming will not take their portion (5%) this year. Ben Hurty, Clair Hurty and Sophia Lihou raised over \$400 each!
 - b. Tammy Moore has volunteered to manage bottle drop, Amazon smile and Fred Meyer rewards. Bottle drop has raised \$1205 and a check for \$1000 is being mailed out.
 - c. Training Wheels Fundraiser is scheduled for October 18th. The company will pay the team \$500 to detail their cars. Senior group will be participating in this fundraiser.
 - d. Tammy Moore will pursue the Microsoft Match program to benefit NST. Last year the team was awarded \$1552, she is expecting a similar amount this year.
5. Coaches Report
- a. John will make request of pool management to allow the senior group start at 5:00pm and expand Bronze group swim time to one hour.
 - b. John reports that he has been invited to attend a Newport High School Swim Team meeting.
 - c. John provided a group breakdown that includes 12 Senior, 8 Gold, 7 Silver, 4 Bronze I and 9 Bronze II members, with a total of 41 swimmers. This number appears to be ideal given the health and safety risks and regulations as a result of Covid. There may be room for some additions depending on the group size.
 - d. Overall kids are following social distancing and safety requirements, including getting their temperature checks and using the correct door to enter the pool. Coaches are working with the swimmers to ensure they are following protocol.
 - e. First week of practice saw an attendance rate of 83%, this week the rate went up to 87%.
 - f. Halloween- On Friday, October 30th treat bags will be passed out to all swimmers after their workout. Cheryl has volunteered to put together the treat bags.

- g. Bleachers on the pool deck are closed to parents and spectators per Rec Center. Requirements to use bleachers include temperature checks, reminding individuals to social distance, limit traveling around pool deck and documenting name, date, time and contact information of the individuals using the bleachers.
 - i. The Rec Center has indicated this responsibility falls on the coaches. One parent has requested to use the bleachers. The Board does not feel this responsibility should fall on the coach, rather this should be a procedure implemented by the Rec Center. Kasey and John will compose a response to Cathy regarding this issue.
- h. CAPS/ Decals & T-shirts – John has handed out swim caps to Bronze, Silver and Gold swimmers. John has placed an order for an additional 25 caps. NST logo decals were handed to the kids along with their bulletin pictures. These were well received by the kids. John reports we have white t-shirts with NST logo from the previous season that can be used as our team shirt this year. The board agreed to use these shirts as cost saving measure this season. Additional cost saving measures include leaving names off the swim caps and opting out of ordering new Arena suits and sweats. This should not affect our contract with Arena as the team has met contract requirements. John will work with the coaches to coordinate a tie-dying event for the swimmers.
 - i. Coaches were advised to order their team gear which will be financed by the team, John will follow-up with the assistant coaches.
- i. House of Delegates
 - i. Statewide swim meets will be inter-squad or dual meets.
 - ii. Major meets if they happen will be virtual, including the possibility for Zones.
 - iii. Safe sport recognition award of \$500 –requires a process that includes policy and daily practices. Reports must be submitted with evidence of practice. Not meeting requirements once awarded could lead to citations. John asked the board for their interest in applying for this award given the workload and requirements, the board decided not to pursue the Safe sport recognition award.
 - iv. If a swimmer tests positive for Covid-19, an Incident Report must be submitted to USA Swimming.
 - v. OSI now has CPR manikins and training AED's for checkout.

- vi. All meet sanctions are done electronically, as is payment, checks will not be accepted.
 - vii. John reports he was not elected as coach chair.
 - j. Meet Officials – NST has the following three meet officials: Debbie Smith, Cathy Piazza and Grover Blackburn. Cathy and Grover are registered till the end of the year. Debbie Smith is willing to stay on as a stroke and turn judge with the team, even though she does not have an attached swimmer at this time.
 - k. Changes to the Meet Handbook – The following amendment has been made to the handbook, “The NST Head Coach has final decision on individuals joining NST in all circumstances”. John made motion to approve this language and Kasey approved the amendment.
 - l. Updating NST brochures will be placed on hold due to Covid related schedule changes.
6. Registrar report – Randy reports that registration has gone well. There are a couple of swimmers that are having difficulty with registration and Randy is addressing these issues. Flex swimmers are tracked by USA swimming.
7. Meet Director’s Report – Travis and John are hoping to have a sanctioned meet in Dec/January. Unsure if the Aquatic Center will allow swim meets. Travis and John will meet with CAT’s meet director for more information on how they have hosted swim meets prior to approaching pool management.
8. New business
- a. Team photos – Due to Covid, team pictures will not be scheduled at this time.
 - b. Bulletin board – John will managing the bulletin board, he will including Oregon qualifying times, posters and other materials.
 - c. Sponsorships/ TV not working. Charles will be notified regarding the TV not working. Kasey is working on sending sponsorship/donation letters.
 - d. Head coach contract - John will review his contract as well as the assistant coach contracts.
 - e. Certificate of Liability Insurance - Typically received in August, Kasey will follow up. Current certificate is valid till the end of the year.
9. Old business none –None
10. Next Board Meeting will be held on November 13th at 5:30PM.
11. Executive session -Three scholarship have been requested, motion to approve the scholarships made by Kasey, John seconded motion. Kasey will notify the scholarship recipients.

12. Cheryl Announce she sits in the City Parks and Rec committee and has been appointed chair of the Aquatics Program subcommittee.