

Humboldt Swim Club – Board Minutes

April 15, 2021

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Meeting Called to Order at 5:32 pm

Board Members Present: Rebecca Baugh (President), Ivy Breen (Vice President), Amy Martin (Secretary), Kit Meyer, Karin Grantham, Kristin Johnson, Russ Turpin, Kristin Johnson, Neal Guthrie, Thomas Blair, and Breanna Cahoon (Treasurer)

Board Members Absent: Thomas Blair

Staff Members Present: Mike Nichols

Review of Minutes - MOTION for approval of December minutes by Breanna and seconded by Russ, passes unanimously, with changes.

Public Comment: Jennifer Coriell

- Super early morning on Saturday 6-8 am

Treasurer's Report:

- See attached report
- \$14665 Sponsorships
- CCU grant we will find out at the end of April
- 2 events set up one for waitlist and one for registration

Fundraising

- a. Big Lagoon Swim Update
 - i. Karin - filled out another permit
 - ii. Mike - approved non spectating event
- b. Sponsorships
 - i. Photo thank you to go out to sponsor

Coach's Report

- See attached report
- ACP on Monday, April 19th

- Mike will be coaching Intro group
- Waitlist/Tryouts on Saturday, April 24th
 - a. Tiered Tryouts -April 24th for returning families
 - b. May 15th for new families between 12-4
- Water polo
 - a. Using the dead space in the pool, deep non contact
 - b. Money raised would go toward USA Water Polo set up
 - c. Meeting on April 29 devoted to Water Polo
 - i. Research Pros and Cons
 - ii. Questions - google doc
- 4 Corners/Area 12 sectional open - can the athlete go unattached?

New Business

- Competition Schedule
 - May 8th Petaluma
 - Memorial Day Weekend - Carson City, Nevada
 - Ukiah - they will let us rent pool space - possibly May 22nd
- May Dues - Breanna MOTIONED to dues back to 100% seconded by Ivy
- High School Season - None
- 2020 Taxes due 5/15
 - Jennifer will get what they need today or tomorrow
- Board Structure
 - Rebecca has been researching and found most boards are 3-7 members
 - Looking at ways to streamline
 - Change to Consent agenda
 - Committee Chairs
 - [Bylaws](#)
- Team Banquet
 - Possibly Pods
 - Staggered event throughout the day
 - Popsicles and awards
 - Talk about at May board meeting
 - Ice Cream Truck rental? Living the Dream and Peace Pops
 - Swag ideas - Flip flops?
- HSU (Should we request time for next year?) - May Meeting
- Stakeholders Surveys - May Meeting
- Adjourn - 8:05

APRIL HSC Board Meeting 5:30pm 4/15/2021

- **PAYROLL ACCOUNT: Bank Statement Attached**

- All Checks ran direct deposit through the payroll checking
- Mike's Health Insurance is now auto debited from our *HSC payroll account*.
- \$13,992 balance
 - 3/12/2021 \$2,368.93 (4 coaches payroll)
 - 3/23/2021 \$585.64 – Head Coach Health Ins
 - 3/26/2021 \$2,422.03 (4 coaches payroll)

- **Jennifer's QB Reports Attached:**

- March Balance Sheet, March P&L, 2021 Budget Report,

- **Coast Central Bank Statements Attached:**

- Business Checking: \$83,682.58, CD: \$11,057.07, PPP: \$14,095
 - INCOME
 - Membership: \$6,233.40
 - Discounts: \$707.29
 - Total: \$5,526.11
 - Sponsors: \$2,660
 - **TOTAL Income MARCH: \$8,186.21**
 - EXPENSE
 - **TOTAL Pool Rental: \$2,705.00**
 - The Club: **\$1,545** check (\$500 for Feb, \$1,045 for March)
 - Memberships: **\$512**; 6 @\$54; 2 @\$58; 1 @\$72 (mike + locker) 9 total
 - March **CLUB TOTAL: \$2,057**
 - HealthSport FEB Pool Rental: **648.00**
 - **(March Bill: \$912)**
 - **TOTAL Admin: \$1,296.89**
 - Intuit Payroll Processing 1 yr: \$650

- Legal & Accounting: \$500
 - Team Unify monthly Fee: \$44.95
 - Blue Host 6 mo Website: \$101.94
 - **Total Payroll: \$8,413.31** (includes Head Coach bonus)
 - +Health Insurance: \$585.64
 - +Team Equipment (lane line markers) \$189.98
 - **TOTAL Expenses: \$13,190.61**
 - **LOSS of \$5,004.61 for *March.**
 - ***2021 Profit & Loss**
 - \$42,807 Income
 - \$33,999.27 Expense
 - **PROFIT of \$8,808.57**
- **Sponsorship 2021**
 - **\$14,665 as of 4/7/2021**
 - Team Picture to send??
- **Grants:**
 - Coast Central Grant: **(Announce by end of April)**
 - \$4,300 requested for a Storage Shed
 - \$15,000 Lendistry Grant application submitted 1/11/2021
 - We are on the list for **round 4**
- **Team Unify Online Registration:**
 - **TWO EVENT'S WITH LINKED REGISTRATION**
 - Event's & Competition -> Team Event's
 - Team Tools -> Registration Admin
 - (1) **Waitlist Event LIVE** open 4/24 – 4/30 (tryouts on 4/24/2021)
 - Free Trial
 - \$20 USA Swim Flex Membership
 - \$50 2021 HSC Admin Fee
 - (2) **Annual Team Registration 2022**, open 8/17/2021 Current 9/1/2021 New
 - Removed the Auto Billing for SEPTEMBER, so members will manually pay for September Dues + USA Swim (\$73) 2022 + Admin Fee (\$50) 2022

- Has multiple tabs for member agreements.
 - Welcome Page
 - Registration Page 1 – Account Info & Billing Info
 - Registration Page 2 – Existing Members (select)
 - Team Agreement
 - Liability & Medical Release Waiver
 - SafeSport Information
 - Concussion Information
 - Athlete Code of Conduct
 - Registration Fees
 - Member Dues for September
 - USA Swimming Annual Reg: \$73
 - HSC Annual Admin Fee: \$50
 - TOTAL paid via Credit Card OR Check (paying by check puts you on a waitlist until check is received!)
- **Web Hosting & Email: Blue Host**
 - Our web hosting has been **renewed for 6 months** and expires on 9/30/21. (hscswim.org) Total of \$101.94
 - Kit & Drew are working on setting us up with Google.
- **Filings:**
 - **Articles of Incorporation:** Still waiting to receive something back!
 - Request mailed to the Secretary of State (in January) for a copy of our filed Articles of Incorporation. Have not received anything back yet
 - Will need to file an updated amendment with current officers once original Aol are received.

Coaches Report for April's Board Meeting
Head Coach Mike Nichols

Programming:

The practice groups have been working well. Their progress is aligning with their group objectives, the coaching staff has been able to focus on individual development with the small pods, we have amicable rapport with our facility managers, and there are some participants showing progress towards transitioning to the next group soon.

With the recent update to Youth Sports guidelines allowing inter-team competitions and removing county line restrictions, I feel comfortable having multiple cohorts on site, but not sharing lanes or staging in the same area. The change allows us to expand our program offering throughout all groups, especially when combined with ACP reopening. The additional training time has brought the hourly rate of membership relatively close throughout all of the groups. While adding deck hours for coaching staff to cover the extended practices, the additional expense is covered by the additional revenue of adding participants from our waitlist. We have room to add 25 Intro and 11 Bronze participants, we have one potential Senior I or Gold swimmer on the list.

Staffing:

Kelly, Jacob, and Ellie will continue coaching the groups they are assigned with the exception of the Intro group and Bronze during their deep water weekdays. I will be the one coaching everyone in the deep water space during the week. Kelly and Jacob will coach the Intro and Bronze groups on Saturday.

Competitions:

We have a single day meet on Saturday, May 8th against the Westside Aquaducks.

Ukiah just offered their pool to us for rental. I am going to check in with Pac Swim administration, see how soon we can get a meet on the calendar for our team.

I should hear from the Carson City team in the next week or two about their prelims/final meet during Memorial Day weekend.

The Shasta Y Sharks have converted their meets to Sierra Nevada dual meets. Sierra Nevada is not sanctioning meets with outside LSC programs. Oregon has not updated their competition schedule beyond April.

Public comment:

There are some families asking for specific days through the surveys and a few asking for days that we do not have grouped together. I am using the surveys along with practice group dynamics to finalize the practice groups.