# Humboldt Swim Club Board Meeting Agenda July 18th, 2024// Cal Poly Humboldt



5:30 PM - 7:00 PM

Be respectful of time, this meeting is scheduled until 7:00 P.M.

- Board Members Present: Jamie Workman, Karin Grantham, Winslow Condon, Pat Spellmeyer, Rebecca Baugh
- Board Members Absent: Nona Mineva, Russ Turpin
- Public: Mike Nichols- via email

**General Session Opens at 5:30** 

1.0 Call to Order: 5:35 PM

2.0 Approval of Agenda Order: Rebecca 1st, Pat 2nd - All in favor

#### 3.0 Consent Agenda: Rebecca 1st, Jamie 2nd - All in favor

3.1 Approval of June Minutes- June Minutes

#### 3.2 Treasurer's Report -

- The treasurer set up a stripe account; set up as a non-profit account. We could use this as an option for Creepy Crawl
- Payroll discussion- coaches need to clock in and out regularly
- Sponsorship Drive Banner Update- follow up with Russ

## 3.3 Coach's Report - Lead Coach Reports July

- Fitter and Faster Clinic for January?
- Open it up to Humboldt first (1 week); consider offering a scholarship for athletes who are currently on scholarship.

#### 3.4 Board Member Updates

- Newsletter items every month please: Pat stroke and turn info, Karin DEI, any other items from board members.
- "New Board Member Blog" with all of the information
- Karin discusses the Bylaws being almost ready to go- add a line item
- Pat will forward an article about Club Registration dues

#### 3.5 President's Report

- Karin needs to write up a recruitment statement, template for the statement and voting ballots- will have drafts done by July.
- Still need:
  - Triathlete coach contact? Discussion
- Continue with individual registration for the fall
- Jamie is updating the membership handbook; we should have a new employee handbook ready to go by the next season.

#### 4.0 Public Comment

- Mike Nichols- written public comment

- Motion to move public comment to the beginning of the agenda moving forward

## 5.0 Old Business

#### 5.1 Bylaws Update - Discussion/Motion to Approve

- Should be available in about 1 week
- Add Karin's comment
- Motion to approve pending

#### 5.2 Nomination Form - Discussion Only

- Recruitment statement & voting ballots

#### 5.3 Intrasquads moving to sanctioned meets- TBD, possibly in the Spring

- Discussion
- September, have typed up entries and close. Create a mock meet
- December, pull out the Colorado system

#### **6.0 New Business**

#### 6.1 Fundraising Calendar for 2024- Updates

- Sponsorship Drive January May: Begin discussion in October
- Booster Club:
  - Conference room at Open Door; Beth needs to know dates. Board will discuss dates. Last ACP meeting will be in August.
- Olympic viewing party- updates none
- Pints for Non-Profit Application Update: Jamie will talk to Amanda about doing September
- Humboldt Sponsors opened the application/Humboldt Area foundation

# **6.2 2024-25 Meet Schedule** - Discussion/ Budget Analysis and Board Approval - Jamie approves "fall meet schedule as set by both coaches"; Pat 2nd- all in favor

- Google Sheet Draft Meet Schedule 2024-25
- Analyze the budget match in October; for the newsletter state Fall meet schedule is set, but Spring is pending.

#### 6.3 2024 Fall Practice Schedule - Discussion/ Approval

- Intrasquads at Cal Poly: June 1, September 7, October 19 (2 6), December 7
- Cal Poly: Aug 30, 31; Sept 6, 7 (Intrasquad); Sept 13, 14; Sept 20,21; No Cal Poly Sept 27,28;
  Oct 4,5 Oct 11, 12, Oct 18, 19 (Creepy Crawl); Oct 25, 26; No Cal Poly Nov 1,2; Nov 8,9; Nov 15, 16; No Nov 22, 23, 29,30; Dec 6, 7 (Intrasquad); Dec 13, 14
- Mornings: Silver 11 and up with a time standard.
- 2024-25 Practice Schedule Draft
- Approval: Pat 1st, Karin 2nd All in favor

#### 6.4 Member Handbook & Coach Handbook- Discussion

- Discussion about attendance and groups

#### 6.4 Creepy Crawl

- Decide on Logo: Creature from the Black Lagoon
- Decide on GiveAways & prize amounts

- \$100 T shirt (candy & stickers)
- \$250 Hoodie (HSC)
- \$ 500 towel (personalized)
- Creepy Crawl Pick a Date to Donate! (Calendar)

# **6.5 Employee Contracts - Closed Session - Move to closed at 7:31**

# 7.0 Closed Session- Move to closed at 7:31

- Employee Contracts
- Moved out of closed at 8:15.
- Action taken: 5 board members present; 1 abstained

# **Future Agenda Items:**