

TAC Board Meeting Minutes

Date: 10/2/2024

Call to order

The monthly board meeting of the Thunderbird Aquatic Club was held at Fidalgo Pool and Fitness Center conference room on Wednesday, 10/2/2024 . President, Letitia Houtby, called the meeting to order at 5pm.

Present

- Letitia Houtby, President / SafeSport Liaison
- Joanna Rolfes, Co-Vice President / Meet Director
- Melyssa Stephens, Co-Vice President / Meet Director
- Emily Wray, Co-Hospitality / Parent Representative
- Lara Knowles, Co-Hospitality / Parent Representative
- Robin Chambers, Secretary
- George Minkel, TAC Head Coach

Via Phone

- Forest Jacobsen, Co-Treasurer

Absent

- Sam Hollenbach, Co-Treasurer / Fundraising Coordinator

Approval of Agenda

The agenda was unanimously approved as distributed via email on 9/18/24.

Approval of Minutes

The minutes of the previous meeting were unanimously approved as distributed on 9/18/24.

Roundtable Reports

Budget:

Treasurer's report was sent on 9/24/24 via email. Discussion regarding allocation for the completion of tax documents using Tammy (a former swim parent) who used to offer complementary services while her kids were on the team. She is quoting an estimate of 6 hours of work at \$50/hr (\$300 total) during the second half of November. MoneyMinder reports should be forwarded to her for review by 11/14/24 and the goal is to have the taxes completed by 11/21/24.

Letitia can place a bulk order for personalized caps in pink, gray, or black with a minimum order if parents send payment to treasurer. Need to discuss budget for TAC caps given as replacements when accidentally ripped as well as team gear for new swimmers going forward. All swimmers who registered

between Feb and June had gear ordered already and those who registered between July and Oct will have gear ordered in December.

TAC:

Currently there are 82 swimmers registered. Swim lessons have been cancelled recently and will allow for more lanes to be available during practices. Design approval for team sweatshirts was made and it can be available to parents, on demand. George will be out of town Oct 28th-Nov 4th and will adjust practice schedule. AM practice for JR/SR groups is moved to the evening 3:30-5pm, but it is understood there may be some conflicts with district events, etc. Masters meet went well and there were a lot of TAC volunteers. CHAMPS times have been given out for goal setting. It was suggested that the board may want to consider allocating upwards of \$30,000 to hire an official assistant coach. BBST is hosting a meet Oct 5th and 6th and 35 swimmers have registered.

PNS disclosed that KCAC in Federal Way is critically low on lifeguards and some events have been cancelled. To combat this, they are bringing in others from around the area and encouraging them to be hired to work shifts for meets.

TAC hosted swim meets:

October 26th – 27th: TAC Fall Thunderbird; There are 64 events and roughly 50 swimmers registered from teams across the area. There is a team from Alaska that has expressed interest. The volunteer signup is live.

There will be high point award winners (medals with engraving), relay ribbons for 1st through 3rd, and a budget of \$100 for heat winner prizes.

Hospitality:

Chili bar will be available for coaches and officials at TAC meet. Consider using coupons for “free pass to the official’s food table” as incentives for swimmers with good behavior, motivational or inspirational attitudes. Limit to maybe 2 coupons per session per day.

Holiday party tentatively set for Friday, 12/20/24, during practice. Pool party with pizza provided by the board from Dominos or Costco. Create signup for desserts and sides. Make gift bags.

Fundraisers:

Tentatively Saturday, January 11, 2025: Polar Plunge Event! Loop walk around Washington Park with t-shirts; after practice around 8:30 or 9am. Hot chocolate and waffles afterward?

Saturday, May 3rd: Silent Auction with the Anacortes Youth Sports Coalition

Friday, May 9th: TAC Swim-A-Thon

Restaurant takeover ideas? Possibly Bastion on the Monday after the swim meet.

Research fundraising sites like Group Fund (collects and tracks progress for a 10% fee) or the MoneyMinder store (which may already be included with our membership). Set goal of around \$8000 which is about \$100 per swimmer.

SafeSport: Letitia reminded the board members to complete refresher courses for Safe Sport, Athlete Protection Training, Concussion protocols, and Background checks (every 2 years) through USA

Swimming. Board members must be non-athlete USA Swimming members. Coach George will send out a link to those who need it.

For Action

- Coach George will send a link to add Robin as a non-athlete USA Swimming member.
- Research fundraising sites
- Safe Sport, APT, Background checks, Concussion protocol training refreshers
- Discuss budget for team gear and cap replacements
- Gift bags for holiday party

Adjournment

Meeting adjourned at 6:12pm. The next TAC Board Meeting is on Wednesday, November 6th at 5pm in the FPFC conference room.

Minutes submitted by: Robin Chambers, Secretary

Minutes approved by: Letitia Houtby, President

Date: 10/22/2024