

Pacific Northwest Swimming
4 March 2024 BOD Meeting Minutes
ZOOM Video Conference

- Call To Order 7:39 p.m. via video conference
- Roll Call (via sign in to ZOOM)
 - In Attendance
 - John Skroch – General Chair
 - Melissa Stiner – Membership/Registration
 - Deb Soper – Finance Vice Chair
 - Lorraine Masse – Accounting
 - Nick Siripipat – Officials Chair
 - Garret McCaffrey – Senior Vice Chair
 - Chad Winkle – Program Ops Vice Chair
 - Ellie Wang – Athlete Rep
 - John Gagliardo – Admin Vice Chair
 - Nathaniel Lee – Athlete Rep
 - Carl Baber – Safe Sport/Operational Risk Chair
 - Rick Cox – Governance Committee
 - Kiko Van Zandt – Disability Chair
 - Kara Forbis – Age Group Vice Chair
 - Chris Coghill – Coaches Rep
- Reading, Corrections, & Approval of November 20th BOD Minutes
 - **Tabled until next meeting** as the 22 January 2024 were not available
 - Although in the 22 January meeting, the 20 November 2023 were approved
- Report of Officers
 - Treasurer's Report – Moved discussions to New Business (see below)
 - Membership Report
 - Online – included link for
 - PAYOUT Checks
[https://www.gomotionapp.com/pnws2/UserFiles/File/BODHODMinutes/2022-2023-lsc-monthly-payout-check-_019167.xlsx]
 - LSC Transaction Summary
[https://www.gomotionapp.com/pnws2/UserFiles/File/BODHODMinutes/lsc-monthly-transaction-summary-030424_061441.xls]
 - Officials Report
 - Online
[https://www.gomotionapp.com/pnws2/UserFiles/File/BODHODMinutes/officials-activity-report-updated-2-29-_042677.pdf]
 - Age Group Vice Chair Report
 - Nothing to Report
 - Senior Vice Chair Report
 - Online [https://www.gomotionapp.com/pnws2/UserFiles/File/BODHODMinutes/sr-travel-funding-season-1-sept-dec-2023-_087256.pdf]
 - Program Operations Vice Chair Report
 - Looking for Age Group Long Course Champs host
 - Program Development Vice Chair Report
 - Unavailable
 - Administrative Vice Chair Report
 - Nothing to Report
 - Athlete Representatives Report
 - Nothing to Report
 - Coach Representatives Report

- Nothing to Report
 - Safe Sport
 - Online [https://www.gomotionapp.com/pnws2/UserFiles/File/BODHODMinutes/pns-meeting-safe-sport-notes-030424_061524.pdf]
 - Finance Vice Chair Report
 - Online
[https://www.gomotionapp.com/pnws2/UserFiles/File/BODHODMinutes/finance-vice-chair-report-3-4-2024_000781.pdf]
 - Diversity Vice Chair Report
 - DEI Camp applications are due 11 March (next Monday)
 - Disability Report
 - KING has a new Disability Swimmer
 - Disability Standards need updating.
 - National Disability Committee is developing new Time Standards for Zones and Sectionals; Kiko will coordinate with the Committee and Melissa to ensure updates are noted on the PNS website
- Old Business
 - John S -- a survey was recently sent to PNS teams/coaches. He commented that “in reviewing of the responses, nothing new came up”
- New Business
 - Bylaws Amendment Proposal
 - John S – our Bylaws need to be amended due to the Treasurer position being currently vacant. Suggested changes to the Bylaws would allow for an interim Treasurer
 - Further discussions **Tabled until next meeting**
 - Deb S (among others) will reach out to other LSC’s – Maine, New England, etc. – on how they deal with similar situations (i.e., no volunteers)
 - John S. -- USA Swimming is requesting nominations for “Outstanding Service Award” by 22 March
 - Deb S. – Investment Committee wants to know the BOD’s goals for investments. Discussion noted that Policy AD-06-02 identifies some of the goals. The Investment Committee will review and requests anyone with comments on additional or changes to the goals to notify the Committee. It was also noted that the Investment Committee is seeking additional members to help guide the PNS investment portfolio. Anyone interested should contact the Chair (Deb S.)
 - Treasurers Report
 - Looking at moving from Wells Fargo to another bank due to recurring issues with account authorization/access when General Chair is changed, credit card charges, etc.
 - Moved, Seconded, and Approved (MSA) to move accounts to Chase Bank
 - Approval to open checking, savings, and credit card accounts at Chase Bank with John Skroch (General Chair) and Lorraine Masse (Accounting Chair) as “authorized persons” on behalf of PNS.
 - Lorraine agrees to be the guarantor of the accounts.
 - Transition will be phased so that any pending transactions with the Wells Fargo account will not be adversely impacted.
 - After the accounts are set up, the Board can vote to add more signors as needed.

- General discussion on whether or not we need to do a Quad Budget at the next meeting.
More to come

- Next Meetings
 - BOD – 29 April
 - HOD – 11 May
- Adjourned 9:08 p.m.

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