

**Tracy Triton Swim Organization  
Board of Directors Meeting  
Open Session**

Thursday, September 25, 2025, at 6:30 P.M.

Tracy High School Pool Deck

**Open Session Agenda**

**I. Call to Order**

<b>Present</b>	<b>Absent</b>	<b>Board Member</b>	<b>Position</b>
		Brian Young	President / League Rep
		Lea Austin	Vice President / Treasurer
		David Martinez	Secretary
		Brandon Hawkins	Member at Large
		Jason Booe	Member at Large
		Frank Morelos	Member at Large
		Rebecca McMilton	Member at Large
		TJ Gardner	Member at Large
		Catie Zavala	Member at Large
		Christina Mueller	Member at Large
		Robert Rodrigues	Member at Large

**II. Announcement - Executive Session Meeting**

No announcement

**III. New Season Board Orientation – Continued**

- A. Welcome & Introductions
- B. Purpose and responsibilities of the Board of Directors

**IV. Reports**

- A. League Report  
Director Young will provide an updated regarding recent meetings of the MVSL.
- B. Treasurers Report  
Director Austin will provide an update related to financial matters of the club.

**V. Membership Forum**

Open forum for any Tracy Triton Swim Club member to bring forward an item not already on the agenda.

**VI. Consent Calendar**

*The Vice President has placed an item on the Consent Calendar in an effort to expedite the Board meeting. Should you have any questions please contact the Vice President prior to the meeting.*

**Proposed Resolution:** That Consent Calendar be approved as presented

**Action Required:** Board Resolution

Consent Calendar

**A. Minutes – August, 2025**

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**Proposed Resolution:** That the minutes of the August 28, 2025 meeting be approved as presented.

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

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End of Consent Calendar

**VII. Unfinished Business**

- A.** Organizational filings
- B.** Treasurer Position

**VIII. New Business**

**A. Surland Meeting**

**N/A**

Director Young will provide an update on the meeting with Surland.

**Proposed Resolution:**

**Action Required:** Review and File

**Notes:**

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

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**B. Election of Officers**

The Officers of the Tracy Triton Swim Club are: President, Vice President, Treasurer, and Secretary. Per Article III. Section 2 of the By-laws, officers shall serve for a one (1) year term until successors can be elected.

Director Young will review the responsibilities of officer positions.  
Director Young will call for nominations for Treasurer.

Order of nomination and vote shall be as follows:

Treasurer

**Proposed Resolution:**

**Action Required:** Vote Required

**Notes:**

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

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**C. Upcoming Meeting Agenda Topics**

**N/A**

September through October is an important planning period for the Board. Board members should come prepared to the next meetings to discuss:

- Reflection on the 2025 season
- Volunteer priorities and strategies
- Board member assignments

The 2026 calendar will also be reviewed and adopted before year end.

**Proposed Resolution:**

**Action Required:** Review and File

**Notes:**

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

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**IX. Next Meeting**

The next scheduled Tracy Triton Swim Club meeting is scheduled for October 30, 2025 at 6:30 P.M., location to be determined.

**X. Adjourn**

**Tracy Triton Swim Club  
Board of Directors Meeting Minutes**

Thursday, August 28, 2025  
Tracy High Pool Deck

**Call to order: 6:33 PM**

**Board of Directors Present :**

Brian Young, Lea Austin, Brandon Hawkins, Frank Morelos, David Martinez, Catie Zavala, Christina Mueller, Robert Rodrigues

**Board of Directors not present:**

TJ Gardner, Jason Booe, Rebecca McMilton

**II. Announcements**

No announcements

**III New Season Board Orientation**

**A. Welcome and Introductions**

Director Young and Director Austin welcomed the new members and initiated a round of introductions for all present board of directors.

**B. Purpose and responsibilities of the Board of Directors:**

Director Austin shared the Purpose and Responsibilities with the rest of the board. Director Young provided examples of the work the board of directors will cover. Director Young stated that the previous work was mostly done by Former Director Kanner. Director Morelos said the responsibilities used to be shared among the Board Members. Director Young and Director Austin said we will plan to distribute the work with the new board of directors. Director Young and Director Austin have the files and notes from Former Director Kanner. Director Young mentioned that the Joe Wilson pool reservations for next season are open on Jan 1st. West high pool reservation is sometime later, no specific date was given.

**IV Reports:**

**A. League Report**

Director Young gave an overview of what the League Representative does and what the league discusses. Gave a brief report that league President Denise Haliczzer is stepping down and the league is looking for a new President.

**B. Treasurers Report**

Director Austin will give a Treasurers Report at the next meeting.

**V. Membership Forum:**

No members were present.

## **VI. Consent Calendar**

### **Items on the Consent Calendar**

- Minutes—June 2025

**Proposed Resolution:** the consent Calendar approved as presented

Motion: Director Morelos

Second: Director Martinez

Motion was approved by a majority vote of the directors.

## **VII. Unfinished Business**

### **A. Organizational Filings:**

Director Austin provided an update on The Tracy Swim Club Inc. Tax exempt status and provided a brief history for new members.

#### Discussion:

Lost tax exempt status in 2022. Our application for federal tax exempt status was approved as a Private Operating Foundation and was granted retroactive tax exempt status from the time of revocation. Our application for tax exempt status from the state is pending. Director Austin contacted the state for an update on the filing status and was told it can take up to 18 months for the state to review the current filing. The team currently has an extension for the federal tax filing for this year. Director Austin mentioned that the federal status of Private Operating Foundation was not the best option for the team and she is working on changing the status. Director Austin expressed concern regarding our current accountant and discussed that we should consider looking for a new CPA to help with the filings and nonprofit guidance. .

## **VIII. New Business**

### **A. Extended Season**

Director Austin gave an update on the start of the Extended Season.

#### Discussion:

There are 46 swimmers registered and 43 attending. Director Rodrigues has been doing check in's. Staff includes Coach Jenn Silva, Assistant Coach Denise Haliczzer and two junior Coaches.

### **B. Election of Officers**

Director Austin reviewed the responsibilities of each of the officer positions. Every year officers are elected and serve for 1 year. The order of the elected offices are: Secretary, Treasurer, Vice President, President

#### Election of Secretary:

Director Young called for nominations of the Secretary

Director Martinez nominated himself, Director Hawkins voiced support. No other nominations were made.

Director Martinez was elected by a majority vote and will serve as secretary for 1 year.

#### Election of Treasure:

Director Young called for nominations for treasure

Director Austin nominated Director McMilton, however she was not in attendance and could not be reached for acceptance. No other nominations were made for treasurer. The board agreed to postpone the vote for treasure until director McMilton could agree to the nomination. No vote was held.

#### Election of Vice President

Director Young called for nominations for Vice President. Director Young nominated Director Austin. Director Austin agreed to the nomination. No other nominations were made for Vice president.

Director Austin was elected by a majority vote and will serve as vice president for 1 year.

#### Election of President

Director Young called for nominations for President.

Director Austin nominated Director Young for president. Director Young agreed to the nomination. No other nominations were made for President.

Director Young was elected by a majority vote and will serve as president for 1 year.

### **C. Upcoming Meeting Agenda Topics**

Director Austin opened this topic with a discussion on the upcoming planning meetings for next season. Mentioned that the next few meetings will cover important topics for next season.

Topics include:

- Reflection on the 2025 season
- Volunteer priorities and strategies
- Board Member assignments

#### Discussion:

Director Morelos offered additional suggestions for future topics

- Reimbursements should be reviewed and updated

*Discussion/Notes:* Discussed how our Bylaws are out of date with both modern practice and our use of the Bookkeeping service (Account Masters Bookkeeping service) . It was mentioned that we named the current practice of having two board members who are

signatory of the bank account (Treasurer and President or VP) be on the check request emails made to the bookkeeper.

- Debit card use needs clear guidance and restrictions.

*Discussion/Notes:* Debit card use was controlled by the previous president however no formal guidance has been stated. No misuse has been reported and this is a precautionary measure. Discussed the coming introduction of an accounting sheet to log all card transactions.

- Suggested that the Tritons swim club pay the splash fees for Meet of Champions through reimbursement.

*Discussion/Notes:* Would only pay the parents if the swimmer attends the meet. Director Hawkins mentioned he has pushed for this in the past and would also like to see the swim club help pay for the splash fees.

Director Hawkins suggested:

- Bring the apparel and merchandising in house.

*Discussion/Notes:* We should keep the team swim suits through an outside vendor. Director Austin mentioned we would like to get new board shirts. Director Young mentioned having the team logo in the front with large lettering in the back saying Board Member (or something similar) so people can easily identify us if needed, and we would no longer need to use the badges. Director Zavala mentioned possibly using Logo Boss for new shirts.

Director Zavala shared an issue with our current vendor that she had to pay an additional \$100 to get her swimmers swim suit in time.

#### **Extra:**

##### **City council meeting discussion**

Director Hawkins asked about the city council meeting regarding the aquatic center. Director Austin gave a quick overview of the meeting. The council agreed to do a financial comparison report on the two aquatic center plans.

##### **Bylaws amendment**

Director Austin informed the board of directors that the Bylaws amendment passed allowing the board of directors to update the bylaws through board meetings with a required 7 day review period by the members prior to a vote.



**IX. Next Meeting**

The next meeting is scheduled for September 25 2025 at 6:30 PM however the venue has not been selected. Director Young plans to approach the local hotels for a potential meeting space. Director Mueller mentioned that she could ask the LDS Church if we can hold our meetings there.

**Meeting Adjourned 7:42 PM**