



Sierra Nevada Swimming

Board of Directors Meeting Minutes

March 16, 2023

7:35 PM Meeting called to order by. **Quorum present (11)**

1. Motion 2223-19: *Approve minutes from the February 16, 2023 Sierra Nevada Swimming Board of Directors Meeting as modified. Motion Savage, Second Hogenboom. For 11, Against 0, Abstained 0.*
Approved

2. Reports of Officers, Chairs, Committees and Staff given. *Melissa Szpik Serrao arrived. Ricky Silva left (8:10 PM).*

3. Financial Update (Savage).

4. Championship Meet Fees (Continued from February 16, 2023). Motion 2223-20: Motion to set the maximum to be charged for the 22-23 and the 23-24 Championship Meet fees will be the same fees charged for the same meets during the 22-23 Season, with the exception of the Short Course Age Group Championships which can charge up to the max approved by the 2022 HOD for a Trials/Finals Meet; and the 2023 Bill Rose Classic can be the max amount of the 2022 Bill Rose Classic with a Splash Fee of \$20; Event Fee of \$11; and a Relay Fee of \$14. *Motion Savage, Second Hastings, For 9, Against 1, Abstain 1.*
Approved

5. CCA Stipend - SNS Senior Short Course Champs (Savage). Motion 2223-21: Motion to approve the Short Course Senior Championship stipend to 2.5 Days (Total stipend \$3,125, budget increase of \$625).
Motion Savage, Second Hastings, For 11, Against 0, Abstain 0. **Approved**

7. HOD Planning (Savage).

8. The April Meeting will be moved to a date to be determined.

Motion to adjourn the meeting. *Motion Myers, Second Hastings. For 11, Against 0, Abstained 0.* **Approved**

9. Meeting closed at 8:54 PM

Next SNS Board Meeting is TBD.

Present: *Daryn Glasgow, Scott Hastings, Deanna Hogenboom, Adric Jope, David Karacozoff, Steve Lazaraton, Kathy Myers, John Richardson, Roberta Savage, Ricky Silva, Melissa Szpik Serrao, Audrey Bull (Athlete)*

Staff: *Alex Ongaco, Hope Gawlick*

Absent: *Betsy Aird, Jennifer "Niffey" Carmody, Phuong Nguyen, Matthew Paige, Ella Ching (Athlete), Julianna Gibson (Athlete), Aved Gorji (Athlete), Laura Crouch (non-voting), Alison Appel*

Guests: *Mark Jaffe (SMST), Megan Luna (Lassen), Jenny Nowatzke (CCA), Hugo Ortiz (CCA), Dara Warner (ROC)*

Respectfully submitted,

Hope Gawlick

SNS Secretary



SIERRA NEVADA SWIMMING BOARD REPORT

Board Member: Governance Committee / Administrative Vice Chair / Daryn Glasgow

Date of Board Meeting: 4/25/23 **Date of last Committee Meeting:** 4/9/23

Members Present: Daryn Glasgow, Betsy Aird & Roberta Savage

Date of Next Meeting: 5/9/23

Committee Meetings are open to anyone that would like to attend.

Please contact Daryn Glasgow at CoachGlasgow@gmail.com to receive the Zoom Link for any upcoming Governance Meeting.

Action Items Completed:

- At large should remain a 2-year position
- Recommend August 26th as Board Orientation/ New Board-Old Board Meeting
- Recommend July 16, 2024 as HOD 2024-2025
- Finance Vice-Chair job description

Action Items In-Progress:

- Sierra Nevada Swimming Inc. Board of Directors Policy Manual & Handbook for 2023-2024.
- Chapter 5
- SNS Master Calendar
 - a. Board approved then HOD approved
 - b. In addition to SNS Meets, anything in the budget will be on the master calendar for HOD. Camps, Clinics, Deadlines, 2024 HOD (Olympic Year), etc.

Announcements:



SIERRA NEVADA SWIMMING COMMITTEE REPORT

To be submitted to Hope Gawlick (hope@gawlick.com) the Monday prior to the next BOD meeting

Board Member: Roberta Savage – Finance Vice Chair

Date of Next Finance/Audit Meeting: May 9, 2023 @ 6:00 p.m. via Google Hangout/Meet (if needed). All are welcome. Contact me to join (robertasavage2004@gmail.com)

Action Items Completed:

1. Met with Daryn Glasgow and Betsy Aird for Governance.
2. Treasurer's Report for March 2023 reviewed. Attached is the current Budget to Actuals.
3. Met with Alex and Alison about the Budget on March 31st. Incorporated input from various Chairs (Officials, Coaches, Adaptive/para) and staff (ED, Registrar, Treasurer & Equipment). Have a draft budget complete. Finances look good. Investment fund is doing fine.
4. Met with Finance Committee on April 11th to discuss budget issues based upon feedback from Chairs and Staff.

Board Meeting Discussion Items:

1. Budget. Will have slides for meeting.

Action Items In-Progress / Pending:

1. Continuing to look at all Finance Policies to ensure consistency across them all. May create a reference chart of finance items.
2. Board Manual

Announcements:

Questions for the Board / Larger Group: _____

Sierra Nevada Swimming

Budget vs. Actuals: FY' 2022-2023 - FY23 P&L

September 2022 - August 2023

		TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue				
301 Meet Fees	105,962.00	200,168.00	-94,206.00	52.94 %
Fines and penalties	595.00		595.00	
Total 301 Meet Fees	106,557.00	200,168.00	-93,611.00	53.23 %
302 Sanction Fees	910.00	1,375.00	-465.00	66.18 %
304 Equipment Rentals	3,370.00	5,000.00	-1,630.00	67.40 %
5011 Banquet Attendee Fee	5,275.00	5,250.00	25.00	100.48 %
50704 WZ Officials Travel Reimbursement	0.00		0.00	
5131 WZ Team Swimmer Contribution		41,225.00	-41,225.00	
5151 CTS Camp Athlete Contribution - Spring		2,560.00	-2,560.00	
5152 CTS Camp Athlete Contribution - Fall	2,400.00	2,560.00	-160.00	93.75 %
5153 Age Elite Camp Athlete Contribution		4,000.00	-4,000.00	
5154 Leadership Camp Athlete Contribution		2,600.00	-2,600.00	
5155 Senior Athlete Camp Contribution		10,350.00	-10,350.00	
5156 5156 DEI Camp Athlete Contribution		2,200.00	-2,200.00	
660 Investment Income				
Unrealized Gains/Losses	7,231.47		7,231.47	
Total 660 Investment Income	7,231.47		7,231.47	
Registrations				
300 Member Fees	74,971.64	94,000.00	-19,028.36	79.76 %
3002 Dues to USA Swimming	-1,002.00		-1,002.00	
3012 USA Swimming Tech Fee 4%	-2,866.04		-2,866.04	
Total Registrations	71,103.60	94,000.00	-22,896.40	75.64 %
Total Revenue	\$196,847.07	\$371,288.00	\$ -174,440.93	53.02 %
GROSS PROFIT	\$196,847.07	\$371,288.00	\$ -174,440.93	53.02 %
Expenditures				
500 Registration/General Office	31.25		31.25	
5001 Office Equip		50.00	-50.00	
5002 Postage	28.65	100.00	-71.35	28.65 %
5003 Phone/Internet	213.53	525.00	-311.47	40.67 %
5004 Copying/Supplies	60.62	275.00	-214.38	22.04 %
5005 USA Staff Annual Dues	312.00	432.00	-120.00	72.22 %
5010 Workers Compensation	-299.00	2,310.00	-2,609.00	-12.94 %
524 Office/General Administrative Expenditures/Thank You's	153.78	250.00	-96.22	61.51 %
Payroll Expenses (ATA Payroll runs)				
Taxes	5,085.61	10,091.72	-5,006.11	50.39 %
Wages	60,583.24	84,097.69	-23,514.45	72.04 %
Total Payroll Expenses (ATA Payroll runs)	65,668.85	94,189.41	-28,520.56	69.72 %
Total 500 Registration/General Office	66,169.68	98,131.41	-31,961.73	67.43 %
501 Awards Banquet	300.00		300.00	
5012 Facility	700.38	3,500.00	-2,799.62	20.01 %

Sierra Nevada Swimming

Budget vs. Actuals: FY' 2022-2023 - FY23 P&L

September 2022 - August 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5013 Dinner	7,880.73	5,000.00	2,880.73	157.61 %
5014 Speaker Honorarium	500.00	1,000.00	-500.00	50.00 %
5017 Awards	2,940.03	1,500.00	1,440.03	196.00 %
5017A SNS Scholar Athlete Awards	1,769.92	1,750.00	19.92	101.14 %
Total 5017 Awards	4,709.95	3,250.00	1,459.95	144.92 %
Total 501 Awards Banquet	14,091.06	12,750.00	1,341.06	110.52 %
502 Equipment				
5021 Locker Rental	1,694.00	3,000.00	-1,306.00	56.47 %
5022 Insurance	632.42	470.00	162.42	134.56 %
5023 Supplies		450.00	-450.00	
5024 Repairs		2,000.00	-2,000.00	
5026 Shipping Fees		400.00	-400.00	
5029 New Equipment		2,900.00	-2,900.00	
Total 502 Equipment	2,326.42	9,220.00	-6,893.58	25.23 %
503 Governance				
50300 Other Professional Services	1,600.00		1,600.00	
5032 Other LSC Travel to Conventions, Seminars non USAS		1,600.00	-1,600.00	
5035 Misc		500.00	-500.00	
5037 WZ Spring Meeting Registration Fees				
50371 WZ Spring Meeting Travel	905.92	6,196.00	-5,290.08	14.62 %
50372 WZ Spring Meeting Hotel		996.00	-996.00	
50373 WZ Spring Meeting Per Diem		1,095.00	-1,095.00	
Total 5037 WZ Spring Meeting Registration Fees	905.92	8,287.00	-7,381.08	10.93 %
5038 Legal Fees	10,908.05		10,908.05	
5038a Reimbursed Legal Fees	-10,908.05		-10,908.05	
Total 5038 Legal Fees	0.00		0.00	
5039 House of Delegates Expenses		2,000.00	-2,000.00	
509 General Chair Expense Fund		1,000.00	-1,000.00	
Total 503 Governance	2,505.92	13,387.00	-10,881.08	18.72 %
504 Communications				
5041 Web Site	12.00	50.00	-38.00	24.00 %
5044 Zoom License	247.00	400.00	-153.00	61.75 %
Total 504 Communications	259.00	450.00	-191.00	57.56 %
506 Club Development				
5064 Safe Sport		2,500.00	-2,500.00	
Total 506 Club Development		2,500.00	-2,500.00	
507 Officials				
50701 Officials Tier 1 Meet Travel Reimbursement	100.00	2,400.00	-2,300.00	4.17 %
50702 Officials Tier 2 Meet Travel Reimbursement		2,400.00	-2,400.00	
50703 Officials Tier 3 Meet Travel Reimbursement	1,500.00	2,400.00	-900.00	62.50 %
5077 Officials Training		1,000.00	-1,000.00	

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September 2022 - August 2023

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	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5078 National Evaluator	408.46	5,000.00	-4,591.54	8.17 %
5079 Official's OQM Social		1,500.00	-1,500.00	
Total 507 Officials	2,008.46	14,700.00	-12,691.54	13.66 %
510 Adaptive Swimming		1,000.00	-1,000.00	
511 Swim Camps	299.26		299.26	
5111 Age Catch The Spirit - Fall Camp -1	4,034.39	4,066.00	-31.61	99.22 %
5112 Age Group Elite Camp	237.50	7,773.00	-7,535.50	3.06 %
5113 Leadership Camp	100.00	5,000.00	-4,900.00	2.00 %
5115 Age Catch The Spirit - Spring Camp - 2		4,066.00	-4,066.00	
5116 Diversity & Inclusion Camp WZ	761.30		761.30	
5117 Diversity & Inclusion Camp SN		4,318.00	-4,318.00	
Total 511 Swim Camps	5,432.45	25,223.00	-19,790.55	21.54 %
512 LSC Championship Meets / JOs / BRC				
5121A LCM Summer BRC Host Team Stipend		5,000.00	-5,000.00	
5121B SCY Championship Host Team Stipend	3,750.00	3,750.00	0.00	100.00 %
5121C Senior Championship Host Team Stipend	3,125.00	2,500.00	625.00	125.00 %
5122 SCY Championships Awards	4,305.22	3,850.00	455.22	111.82 %
5123 SCY Swimmer Bag Tags	1,089.87	1,250.00	-160.13	87.19 %
5125 LCM Summer BRC Awards	19.30	4,000.00	-3,980.70	0.48 %
5126 NVAL Bag Tags		900.00	-900.00	
5127 LCM Summer BRC Bag Tags		1,250.00	-1,250.00	
5128A 5128 A Senior Championship Trophies	296.55	350.00	-53.45	84.73 %
5129 A Medals		1,500.00	-1,500.00	
Total 512 LSC Championship Meets / JOs / BRC	12,585.94	24,350.00	-11,764.06	51.69 %
513 Western Zone Team				
5132 Ground Transportation		5,000.00	-5,000.00	
5133 Airfare		17,000.00	-17,000.00	
5134 Housing		32,000.00	-32,000.00	
5135 Meals		9,500.00	-9,500.00	
5136 Coach Stipends		3,200.00	-3,200.00	
5137 Team Social		3,200.00	-3,200.00	
5138 Coaches Business Dinner		250.00	-250.00	
5139 Meet Entry Fees		3,200.00	-3,200.00	
5140 Supplies, copies, first aid		100.00	-100.00	
5142 Team Uniforms		9,000.00	-9,000.00	
Total 513 Western Zone Team		82,450.00	-82,450.00	
516 Senior				
51611 Travel Awards per Swimmer / Club Achievement		45,000.00	-45,000.00	
51611B Senior Travel Bronze Award	2,100.00		2,100.00	
51611G Senior Travel Gold Award	5,700.00		5,700.00	
51611S Senior Travel Silver Award	7,800.00		7,800.00	
Total 51611 Travel Awards per Swimmer / Club Achievement	15,600.00	45,000.00	-29,400.00	34.67 %

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September 2022 - August 2023

		TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
51612 Olympic Trials		6,000.00	-6,000.00	
Total 516 Senior	15,600.00	51,000.00	-35,400.00	30.59 %
517 OTC				
5172 Room & Board		4,000.00	-4,000.00	
5173 Transportation - Air Fare		13,600.00	-13,600.00	
5174 Transportation - Ground		1,200.00	-1,200.00	
5175 Coach Stipend		975.00	-975.00	
5176 Team Gear		1,000.00	-1,000.00	
Total 517 OTC		20,775.00	-20,775.00	
518 Finance				
519 Accounting & Tax Prep	10,183.84	19,800.00	-9,616.16	51.43 %
5191 Postage	68.72		68.72	
Total 519 Accounting & Tax Prep	10,252.56	19,800.00	-9,547.44	51.78 %
5190 Yearly Audit	2,490.00	3,410.00	-920.00	73.02 %
523 Quickbooks Online	419.50	924.00	-504.50	45.40 %
Total 518 Finance	13,162.06	24,134.00	-10,971.94	54.54 %
526 Coach Education		1,700.00	-1,700.00	
Taxes & Licenses	100.00		100.00	
Unapplied Cash Bill Payment Expense	0.00		0.00	
Total Expenditures	\$134,240.99	\$381,770.41	\$ -247,529.42	35.16 %
NET OPERATING REVENUE	\$62,606.08	\$ -10,482.41	\$73,088.49	-597.25 %
NET REVENUE	\$62,606.08	\$ -10,482.41	\$73,088.49	-597.25 %