

Cougar Aquatics Board Meeting
May 17, 2023
7:30 PM

In attendance: David Leonard, Russ Whitaker, Kirstin Frichette, Darcell Myers, Jacob Hogg, and Heather Sandberg

Absent: Jennifer Ellsworth, Hongyen Chen, Dave Jones, and Matt Leach

Minutes prepared by DJL; additional detail and subsequent information added since meeting to ensure communication, transparency, and most up to date information.

1. Minutes – Unanimous approval
2. Various items
 - a. The Board had previously voted to increase Nick's salary by 300 dollars for May, June, and July given the increase workload and responsibility; this vote was entered into the record at this meeting.
 - b. We will Work with new accountant – Jennifer Clarke - with respect to further correcting and remedying past errors and to ensure we take care of things going forward. Darcell and David will meet with her and report at next meeting.
3. Update from Russ
 - a. Questions
 - i. Everything is confirmed for Boise, due to cost of bus and it not being filled, cost for each athlete will be 450 (not including meet fees). There will be no travel fee for this meet. Families will be billed in June. There is no refund as cost is determine by the number of athletes going. Families staying at hotel must pay for their rooms at hotel.
 - ii. Lewiston Saturdays – Should start first week in June. Cost is 150 dollars per day for club. We will look to have 5-6 days of LC training. Families should coordinate carpools.
4. Board workload – Going forward the Board will need greater help from parents, from parent committees and from outside (the accountant). The workload for the board is unsustainable. We need help. This will be discussed more at August parent meeting, but we could use more help with fundraising committee, with team committee, with newsletter, with picture taking at meets and other events.
5. Swim-a-thon
 - a. Where we are at? – all is good!
 - b. Help each day with counters!

- c. BBQ – Wednesday, May 24; cake and pizza party, June 2. Coaches + DJL swim that day
- d. Raffle: Correction with number of tickets given for TIER III to continue pattern. Prizes have and will be purchased.

6. Budget update

Revenues	
Dues and Family Registration	69,136.51
Football (includes Spring)	\$19,400
Cougar Classic	\$4,588
B Champs	10,457.02
Travel Fees (thru Fazzaris)	\$2,985
Concessions (this is money generated rather than profit from all meets at Gibb)	\$1,137
T-shirts (earned 15% of t-shirts sales at B Champs)	\$1,165
Swim-a-thon	15,718
Summer Travel Fees/ Summer Swimmers	1,500
	126,086.53

The above is the most up-to-date information about revenues. It is predicting forward for June and July with respect to monthly swimmers. It is also estimating with respect to summer travel fees and WSU/alumni swimmers.

In terms of our projected costs, we have a number of summer expenses – Orchards Pool, Reaney Pool, Taxes, Salaries, Travel – plus existing costs (recent expenditures include those associated with Swim-a-thon). While there are some unknowns and of course unexpected costs (for example, the original budget did not account for summer pools, various tax obligations, late fees resulting from past errors with taxes; need to hire multiple accountants), right now our projected costs are about 121,000. This has a good number of contingencies and leaves room in certain areas. Our hope is to have at least 5000 in reserves at the end of the year, and hopefully more.

Summer projects/activities

- Budget proposal for 2023-2024
- Update handbook
- Update QuickBooks and work with accountant to improve process, lessen demands on Board, protect financial security of club.
- Sponsors - develop program; reach out to sponsors
- Look at Fee structure, fundraising policy, other policies, and contracts.
- Work toward fall hiring of another coach.
- Advertisement and PR materials; utilize visibility of club at Reaney to increase numbers.