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Board Meeting  
April 16, 2024 – Corrected April 27 (had Feb Date)  
7:15-8:15

In attendance: David Leonard, Russ Whitaker, Matt Leach, Kirstin Frichette, Jacob Hogg, Priscilla Schmidt, Roseanne August, Darcell Myers, Heather Sandberg, Rachel Madson, Yi Gu, and Jessica Cavagnetto

Absent: Hongyen Chen, Jennifer Ellsworth, and Dave Jones

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

The meeting was initiated by David, who sought approval for the meeting minutes.

David led the meeting with the approval of the February minutes as the first item of business. (5-0)

### **Spring Schedule**

Russ provided update about cancellation of the Summer Solstice meet due SWAT scheduling conflict, leading him to consider alternatives, possibly the Missoula Firecracker meet or the Starlight Open. While leaning toward Missoula, there will be no team travel meet this year due to increased costs and last-minute scheduling changes. Russ plans to communicate the summer schedule, (No Moses Lake this year). This will be sent along with spring football cleanup-sign up.

Russ will talk to the team about swim-a-thon on Friday with team and also a reminder email will be sent to parents. It is important to get to work on swim-a-thon.

Spring football is around the corner, sign-up sent in coming days.

### **Budget updates**

David reported that the club was halfway through their year, and we are on track, having spent over 55,000 so far. With 110,000 budgeted, club is on track. Most expenses are where they should be with exception of higher costs for travel and greater need for accountant.

### **Travel**

Russ discussed plan to take 4 athletes to meet to potentially get Olympic trials cut. He proposed switching from the Club Excellence series in Irvine to the Arizona State University meet due to better opportunities for their athletes' success. This idea was endorsed by the group (no vote), with recognition that IES would not provide reimbursement for this event. David also pointed out that the club's travel budgeting approach had been historically based on previous year's totals

rather than an itemized approach so that the club has never planned for a specific number or specific meets.

### **Reimbursement clarity**

Kirsten sought to clarify reimbursement and travel, noting that IES provides travel reimbursement for some meets. David, Kirsten, and Russell discussed the club's policy on reimbursing travel costs. They clarified that while some meets are reimbursable by IES, including the future big meets, others are not and would be entirely covered by the club. This money comes at end of the year and is impacted by number of IES athletes getting reimbursement.

### **Fees, Policies, and Procedures for next season**

Russ went through document outlining proposed fees, policies, and updated procedures for the next season (**THIS IS ATTACHED**). The decision on this document was deferred to the next Board meeting for further discussion and parental feedback.

### *New Budget Model and Pricing Changes*

Russell explained the new budget model to David, Rachel's, and Jessica, emphasizing dues offset, required volunteer hours (discussion of 14, or 20), and other policies. Fees will increase but this budget model will ensure that costs are covered WITHOUT need for fundraising.

Russ also clarified the pricing for the high school option, which is billed over nine months, and clarified the rates for those who do not swim high school, who would pay for eleven months of dues.

### *Addressing Volunteer Hour Shortage Proposal*

Russ addressed the volunteer hour shortage in the organization. He proposed that each family should complete 14-20 hours of service, with the volunteers' hours being tracked in Team Unify. The proposed policy also recognizes amount of time spent at football games, and to earn extra hours by volunteering at away meets. Russ suggested that families who officiate meets would be waived from the requirement, and that any family volunteering at home meets would receive full credit towards their hours. He also emphasized the need to attract more families to volunteer to lessen the burden on a few families, board members and coaching staff, especially if club is going to host more meets.

Russ and Kirsten discussed the involvement of families in their swimming club, emphasizing the benefits of parental participation. Russ highlighted policy for discontinued membership, stating that families would be required to pay for the next two months of dues and any uncompleted volunteer hours or football cleanups. However, first-year families would be waived from these requirements.

David and Russ discussed the implementation these new policies to increase financial stability (David noted that current financial needs would be covered with new system) and volunteer

opportunities. Among these new policies is one regarding pausing (2 months' notice). It also requires advance approval from the board and is primarily used for long-term medical issues or injuries. Russ emphasized that this policy, would provide clarity about anticipated expenses and encourage more volunteers. David clarified that the "pause" option is currently only available for athletes on a month-to-month basis and that the new policy would allow for pause for all athletes with a medical issue. This needs to be presented to the board.

Russ suggested that this document (**Attached**) be sent to board members, Priscilla, and Roseanne for review and feedback. He also suggested sending to all families. He proposed that any proposed changes be submitted in a word document a week before the next board meeting for review. Please send comments by May 5 about new policies.

### **Need for new President**

David then announced his resignation at the end of the current season. The board was asked to consider potential candidates and initiate a discussion on success.

Meeting adjourned