

GBY Parent Committee Meeting Minutes

Date: 05/06/24 - Some written updates

Member	Role	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Kira Budzban Nicole Querio	Meet Directors	E x	x x	x x	x x	N/A N/A							
Weber, Tressa Hermsen, Sara	Social Apparel	x x	x x	x x	x x	N/A N/A							
Steve Querio	Marketing	E	x	x	E	N/A							
Carter, Brenda Schinker, Jenn	Finance/ Fundraising	x x	x x	x x	x x	N/A N/A							
Hermsen, Sara Weber, Tressa	Banquet Awards	x x	x x	x x	x x	N/A N/A							
Steve Querio Zimmerman, Brian	Equipment	E x	x E	x x	E x	N/A N/A							
Jeff Hermsen	Food	x	x	x	x	N/A							
Wiltzius, Kayla	Head Coach	x	x	x	x	N/A							

X = Present A = Absent E = Excused V = Vacant

AGENDA ITEM	DISCUSSION	ACTION/PLAN
Coach Kayla	• Old business • New business ☐ Summer meet schedule confirmed - in TeamUnify now ■ 3 - June, 2 - July • Pirate Plunge • GLO • Summer Classic • Bird Bath • State	Kayla

	■ Summer schedule updates ● Gold ○ 6:30-9:00am Colburn M/W/Th ○ 7:30-9:30 am DTY ● Silver ○ 5:30-7:00 pm Mon-Thur ● Bronze ○ 4:45p-5:30p ☒ Roster groups added for all swimmers in TeamUnify? ☐ 4/15 deadline for Kayla to complete the handbook. ■ Will likely include attendance requirements, which are already in there but will watched more closely. ● Almost completely updated ☐ Assistant coaches update - All set now ■ Onboarding new coach this week - She will lead Bronze and take Preteam. ■ Olivia will be back 1-2 nights a week	
Financial	● Old business ○ Fundraising ideas ■ Chick-fil-a - Jen ■ Festival Cards - Jen ■ The Rockers - Jen ■ Festival Brat Barn - Jen ■ Java Cream - Sara - Last Chance Financial Report ☒ Review Meet spreadsheet? ☒ Final numbers after the split - Parent Accounts Financial Report. - Several items weren't paid when last report provided. ● New business ○ Rollover of money from Parent Account to Equipment Account ■ Reasons to reconsider doing this. ☐ Need to understand why this occurs. ☐ Need to understand how this occurs. Does all the money roll over? ☐ We have alot of new ideas to spend this on the swimmers directly, which is what the money is meant for. ☐ We still don't have a good idea about what expenses were for 23-24 season to help plan for upcoming seasons. Starting at \$0 will result in many things not happening that we have been able to do this past year.	Kayla & Brenda & Jenn I am working on our fundraiser options, just trying to finish job work first. I will be getting more info from the Rockers during my "job work" because I am working with them for one of my school functions too.

	☐ Per Kayla - The rollover has been set up since there has been a committee working with the team/head coach. The purpose of the roll over is to encourage mindful spending of funds and it's used as a rainy day/emergency fund for the current and future teams. We are the only ones who have access to this account and how we spend the money is completely up to the parent committee and coaching staff. Overall it is used to ensure there are funds for down years as well as for maybe some higher end equipment that the team would like to invest in. All parties must agree on the usage of the fund before they are able to be spent. Funds are only rolled over into the account if there is a lot of excess in the parent fund say \$10,000 we may look at rolling over 5,000 of that on down years there is no roll over.	
Meet	• Old business ○ Friday Night 50s - 10/12 or 10/19? ■ "Sprint or Treat" or "Saturday Sprints"? • Do all teams know about this change? ○ All teams that were interested in coming have been aware of the change. Kayla is sending over an email to let other teams know. • Is this scheduled with Ashwaubenon? ○ 2025 Meet Schedule ■ Titledown Freeze: January 18-19, 2025 (3rd weekend in January) • Now a two day event. • Start marketing NOW. ■ Last Chance: March 8, 2025 (2nd Saturday in March) ■ Friday Night 50's: June 6, 2025 (First Friday in June) • Change to October 2025? (yes) ■ All dates reserved with Ashwaubenon. ■ UWGB for the Mock Meet? • Early October? Last year was 10/25/23 (Thursday) ○ Confirmed Summer Meet Schedule - 3 - June, 2 - July ■ Pirate Plunge ■ GLO ■ Summer Classic ■ Bird Bath ■ State ■ Will only add more if meet attendance increases drastically.	Kira & Nicole

	• New business	
Food	• Old business ◦ Popcorn machine sold for \$100. • New business ◦	Jeff
Social/Apparel	• Old business ◦ Team photos ■ 10/14/25 at 5:45pm. ◦ End of Summer party at Ashwaubomay Park ■ Date confirmed? ◦ Suit fitting date ■ 9/9/24? • New Business ◦ Summer team shirts/sweatshirts ■ Design requested. ■ Will use roster in June to order. ■ Will get sweatshirt pricing.	Sara & Tressa •
Marketing	• Old business ◦ Policy and Procedure for Marketing created by Steve? ◦ System in place to promo/streamline swim team at swim lessons? ◦ Digital advertising update ◦ Advertise at local pools ◦ Starting blocks ■ Kayla will research this (including prices and the work that needs to be done to make them work with our pool deck) Can text amount to everyone for approval before the next meeting. New business	Steve
Banquet/Awards	• Old business • New business ◦ Banquet totals ◦ Next year - 4/18/25 5-9pm ■ DJ - Contract signed for \$599. \$200 deposit needed. ◦ Still waiting for the "Y" letters to arrive for 1st year swimmers	Sara & Tressa
Equipment	• Equipment Sub-Committee • Old business ◦ Ashwaubenon is interested in purchasing our pads from Ferguson. ◦ Did Brian finish Safe Sport? ◦ Colorado Timing Training Manual completed? • New business	Brian & Steve

	○ There are no guidelines for equipment.	
Parking Lot / Other	Kira is working on updated Parent Handbook Financial ● What's the goal for these funds every year? ● Plan to use a percentage every year? ● Yearly budget Add a Welcome Sub-Committee? Swimmers on scholarships - How support to attend meets? Offer to pay for all swimmers to attend one home meet? ○ Invite kids not swimming in the meet to do warmups (like new kids), watch the team? ○ Once per season-do for Last Chance DPCO application Other fundraising ideas - Hide eggs in people's yards for Easter. - Baked good sales and deliver to elderly as a surprise. Y fundraising team send Thank You cards to people donating over a certain amount for swim along(next year.	
Next Meeting	Schedule Next Meeting - 6/3/24 at 5:30pm at Ferguson	

Minutes recorded by: Tressa Weber

Please email corrections to: tressa222@gmail.com