

GBY Parent Committee Meeting Minutes

Date: 01/05/26

Member	Role	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Nicole Querio Chelsea Place	Meet Director	X X											
Dan Hatch	Officials	X											
Jenn Schinker (Social) Brenda Carter (Apparel)	Social Apparel	X X											
Stephanie Williams	Marketing	X											
Brenda Carter (Finance) Kimberly Antilla (Fundraising)	Finance/ Fundraising	X X											
Jenn Schinker (Banquet) Tressa Weber (Awards)	Banquet Awards	X X											
Steve Querio Brian Zimmerman	Equipment	X N											
Gretchen Jahnke	Food	X											
Alec Jeffers	Head Coach	X											

X = Present N = Not Present

Also present - Kim Elsing, Chris Newberry

Meeting Agenda

1. Coaching (Alec)

Old Business

- Team Handbook - ON HOLD
 - Kim would like a new formal process for new parents. A lot to be learned from the Gymnastics team.
 - Some changes need to be made to the Parent Committee information. Tressa can help with this.
- Coaching Staff for Meets:
 - Confirmed: Alec, Austin, Kristin, Jenna
 - Pending: Molly (lifeguard certification scheduled)
- Mid-season all parent meeting to introduce Alec, talk about meet attendance, etc.
 - Parents need to have a better understanding about the value of attending meets.
 - Set minimum meets required for lower levels too?
 - Working on standards to move up levels.
 - Not scheduled yet but working on it. Target beginning of February. Jenn will meet with newer parents to share info that Alec doesn't need to beforehand as well.

New Business

- Swim Along
 - Kim - Brainstormed ideas to improve it. Fun incentive ideas. Kim will work with Emily to get it organized. Anyone interested in helping with a Swim Along organizational committee?
 - Sports Engine updates needed - Tressa can update when info received
 - Coach photo
 - Use Alec's info to the Facebook page that was posted.
 - Alec will get more information about other coaches to Tressa to add.
 - Raise Right (Chelsea will send to Tressa), Annual Campaign (Kim will send links and info to Tressa), and Fundraising info needed for our website
 - 2 recent meets were successes!
 - Try outs
 - 3 new and 3 pending and 2 from Pre-Team
 - Working on a system to find out how they found out about the team and tryouts.
 - Another assistant coach position will be posted. Will allow Alec to move around to Pre-Team to try to bridge the gap.
 - Oshy - warmup info and entry fees are loaded.
 - Stevens Point meet added.
 - A+ added - deadline 1/18.
-

2. Meet Directors (Nicole & Chelsea)

Old Business

- Sprint or Treat 2026: Confirmed for 10/17/26

New Business

- Titledown Freeze for 2027
 - Our regular date conflicts with Clintonville's USA meet.
 - Should try not to compete with other USA meets. Steve thinks meet attendance will improve if it's a USA meet. Hold off on making this decision now. Bidding starts in March or April.
 - Need to determine a date for this meet soon as not to conflict with swim lessons. Nicole will reach out to Melody to hold dates for now.
 - Nicole wonders if it would be an option to use Southwest pool for home meets. Only competing club would be GBSC. Steve will look into this.
 - Chelsea completed Meet Marshall vests for when we have a USA meet.
 - Chris suggested taking this time to work out details for all meet positions and have it posted and available. Can also in the Handbook. Chelsea will work on this.
-

3. Food (Gretchen)

Old Business

- Organizing best practices for inventory and calculations.
- Developing procedures for future meets.
- Exploring Square system for tracking sales/inventory
 - Financial Development is willing to go forward with investigating this. More time to prepare as next meet isn't until the Fall.

New Business

- None
-

4. Equipment (Steve & Brian)

Certifications

- AO Certified: Steve Querio, Marc Schinker
- In Progress: Brian Zimmerman, Chris Newberry (½ of in person sessions completed. Need 2 more)
- Meet Manager: Brian Zimmerman (lead); Chris Newberry, Kim Elsing, Steve Querio (training).
- Colorado System: Steve Querio (lead); training new Meet Manager.
- Announcer: Mike Williams; Gary Froseth is backup.
- Training New Parents: Continue recruiting and training two certified AOs.

Starting Blocks

- Purchasing 2 blocks now
- Quote: \$10–13K for two blocks; 8–10 week lead time.
- Contractor identified; order once approved.
- Permanent blocks are about \$15,000
 - Could reduce costs in a few ways (ex. No logo)
 - Need to have outside vendor do the install
 - Equipment fund account - \$12,033.47 (will need to use some of the other account to cover in full)
 - Should try to schedule an install before the end of the school year. Should be easy to get on the contractor's schedule if done before then.
 - Voted and all agreed to proceed with the purchase and install.

Old Business

- Underwater speaker might be fun. Brian will research options to share.
 - Too expensive to purchase right now.

New Business

- New equipment needs?
 - Fins, resistance training items
 - Alec can create a list of more if needed.
- Older teen officiating opportunities

5. Officials (Dan)

Current Officials

- Dan Hatch, Josh Gouin, Marc Schinker, Dawn Baumann
- In Process: Brian and Justyna (apprenticing this season)

New Business

- Dan will attend the parent meeting to share info.
-

6. Financial (Brenda & Kim/Alec)

Parent Fund & Equipment Fund

- Equipment account balance - \$12,033.47
 - Parent account balance - \$10,171.37
 - Banquet and the next meet are big upcoming expenses.
 - Brenda asked Kim to send her the ledger for the year to review.
-

7. Fundraising (Kimberly)

Completed Events for 25-26 Season

- Sprint or Treat Raffle: \$688 raised.
- Flocktober Fest: \$3,000 raised.
- Uncle Mike Kringle Sale: \$1200??? (Kimberly and Kim will check into it)

Ongoing / Upcoming Ideas

- Seroogy's at Concessions: TBD.
- Sucker Sales (Jenn) - will continue this at meets
- Crafty Chaos: 20% donation.
- PMI & Lambeau: Exploring next year.
- Brat Fry / Restaurant Fundraisers: For next season.

Old Business

- Ensure Parent Committee understands all fundraising efforts
 - Steph, Chelsea and Kimberly will work on putting together written communication about fundraising and why donations are requested. What the money is used for, etc? Bring up in the parent meeting. Post on the website.
 -
- Can we use some fundraising money to rent a bus to bring kids to meets? Even just one meet and need enough kids to attend. NO UPDATE

New Business

- Steph asked about doing some fundraising now due to not having Titledown Freeze.
-

7. Awards (Tressa)

Old Business

- Team/Individual Photos: \$200
- Meet Participation Awards:
 - Level 1 (Bag Tags): 60 for \$325.
 - Level 2 (Caps): 50 silicone caps (\$340)
 - Level 3 (Beanies): 45 found after the meeting
 - Other ideas could be GBY winter caps (Tressa contacted Elsmore regarding them as they used to be in the team store but aren't right now), GBY towels (\$29), long sleeve shirts.
- Bulletin Boards - Adrienne needs good way to know when kids make cuts to then put stars up.
 - Alec is working on the best way to find the info.
 - Steve will update the website with the USA qualifying times.

New Business

-
-

8. Apparel (Brenda)

Old Business

- Season Shirts: Ready to order; have updated sizes - ON HOLD
- Y State Design: Completed; Brenda to coordinate sizes and order later. Tressa will contact Global to get this started.
- Personalized/Y State Caps: Order in January. Will also do a secondary suit try-on due to so many new swimmers after the last one was done
 - Brenda will post the cap order link tonight or tomorrow. Open until 1/23/25.
 - 25 latex State caps in stock

New Business

-
-

9. Social (Jenn)

Old Business

- Holiday Bowling Party: January 7, 2026 (6–8 PM)
 - Price is the same as it has been \$16/person which includes 2 hours of bowling, shoe rental, unlimited in-house pizza and soda and gratuity. Pizza at 630.
 - Final number sent.
 - Will take out of escrow.
- Y State Hotels:
 - Changed to Country Inn & Suites
 - 25 rooms blocked - \$125 a night.
 - Needs to be posted in Sports Engine
- Y State Dinner: March 21, 2026, Bavarian Bierhaus.- needs to be posted in Sports Engine
- Explore team lock-in for team building.- NO UPDATE

New Business

- Special coaches gifts will be given out at bowling party
- Working with Kimberly Antilla on raffle prizes for swimmers at bowling party

- Saw the rooms for State, look nice
 - Will state relays be like last year?
 - If so, Jenn would like to write something up about that too so people can make sure they can give their kids the chance at the opportunity and make sure they get a hotel room and make sure to RSVP for the dinner.
 - Looking into a group dinner for the first night, similar to last year.
-

10. New Parent (Jenn)

Old Business

- None

New Business

- Hopefully have the most updated list of swimmers. Jenn is working on meeting all of the parents, getting her info out there for helping out and getting parents folders
 - Would like to have a new(er) parent meeting with all new(er) parents, especially if we do an ALL parent meeting
-

11. Banquet (Jenn)

Old Business

- 2026 Banquet: April 24, 2026; DJ & photo booth deposits paid in full.
- RSVP No-Shows: Need policy; assign responsible party.
 - Jenn will write something up and have Tressa and Kim E. approve wording
 - Needs to be posted in Sports Engine

New Business

- None
-

12. Marketing (Stephanie)

Old Business

- Tryouts - How did they go?
 - 1 sign up; 2 were on the fence and 1 that had not responded.
 - Alec's feedback about how try outs went.
 - Was close to practice time but can't make it too close to after school.
- Marketing provided Steph with 100 flyers that were distributed to the swim team to give to friends, etc.
- Schools have new processes.
 - GB requires that the flyer be in English and Spanish - Y can provide.
 - De Pere has a link that needs to be filled out and the information goes into their approval queue.
- Can we have community sponsors for our events? Kim thinks it's possible but can look into it.
- Goal of 15 new swimmers by the end of the season.

New Business

- Weeks needed for social media posts: 1/5; 1/12; 1/19; 1/26; 2/2 - Coach of the month
 - Ideas of different posts that could be done.
 - Swim Clinics
 - Atticus Post
 - Would like to do a post highlighting his accomplishments and that he is going to the Naval
 - Coaching Highlights
 - Something that speaks about the kind of coaches that we have. We can then introduce the "coach of the month"
 - Coach of the month
 - Started with Alec - well received.
 - Person to be determined by Alec. Need short bio about this person and a picture
 - Need Alec's choice for January.
 - Swim Meet Highlights
 - Special awards, qualifying times
 - YMCA Swimming – general post
 - Could also include something about USA swimming
 - Who do our kids swim for?
 - Could list the schools they swim for in high school
 - Swimmer of the week.
 - Name drawn out of the whole team. They must have a signed marketing waiver in order to be included.

- Steph was at the Broadview Y on January 2nd and did not see any of our swim banners. How can we make sure this is up at all of the Green Bay Y's?
- Discussed with Kim and Alec (via email) about doing a targeted outreach for swimmers on the GBU boys and girls swim team that do not have a club team.
 - Schedule clinics and personally invite to tryouts
 - Discussed scheduling it very close to the end of the boys season, likely the beginning of March. Time to think about the best way to market this.
 - Create a list of names of swimmers to personally invite.
 - Suggested keeping a list of swimmers who came to the clinics that aren't GBY swimmers.
 - Talked about reaching out to swimmers who left the team about changes with GBY, etc.
 - Big push in summer with camps, clinics, etc.
 - How can we work better with the GBU and DPW girls swim teams to find clubs for those girls, or get girls swimming at the Y who may be interested in swimming at their respective school in the fall.
 - Can we find out when other Y's swim classes are over and have some of our swimmers attend those practices to talk about swim team and maybe play some games with those that are "graduating".
 - Steph will ask to use photos that parents post on the Parent Facebook page.
 - Kim said that a reminder needs to go out to parents regarding contacting us if they don't want their swimmers in any pictures, etc. Do this at the start of each season. Will also talk to parents at the upcoming meeting. Kim will look into what the gymnastics team does too.
- Growing the team is a major priority right now. Marketing will be moved to the top of the agenda for upcoming meetings.

13. Community Engagement (Chelsea)

Old Business


- None


New Business


- None
-

14. Parent Committee / General Items

- Upcoming resignations.
- Plan to train new parent leaders.
- Define subcommittee roles and decision-making processes.

Next Meeting  2/2/26 @ 5:30 p.m. (Virtual or in-person)

 Minutes: Tressa Weber

 Corrections: tressa222@gmail.com