#### Colorado Swimming, Inc. Board of Directors Meeting

#### Saturday September 9, 2023, 12:00 pm - TopGolf Thornton

Call to Order: 12:24 pm

**Roll Call:** Tristan Cross, Barbie Barker, Eric Eikenbary, Ingrid Briant, Jen Koschmann, Shawn Smith, Scott Powell, Rich LeDuc, Jackie Stiff, Linda Seckinger, Ken Ebuna, Jillian Hayes, Vinny Pryor

The budget meeting of the Colorado Swimming Board of Directors was called to order at 12:24 pm, the President being in the chair and the Secretary being present.

As an initial matter, the board moved into executive session to discuss salary information.

The broader board reconvened to review and discuss the draft budget. The following items were flagged and discussed as part of the group's review:

- a) The budget requests submitted by Officials, DEI, and Governance were reviewed, deemed reasonable, and approved.
- b) Technical Planning mentioned it will be submitting an additional item for the budget related to long course training.
- c) Meet sanctions were reviewed and the amount was increased to \$12,000 to be closer to actuals.
- d) Meet surcharges were reviewed and the amount was increased to \$195,000 to be closer to actuals.
- e) CSI hosted meets were increased to \$32,000 on both sides to be closer to actual revenue and expenses.
- f) Coach reimbursement
  - a. The budget was increased by \$3000 for 2023-2024.
  - b. It was decided that CSI will reimburse coaches this year without modifying the 2022-2023 budget.
  - c. Motion to revise P&P to increase reimbursement of coaches who attend World Championship Trials or Olympic Trials to \$75 per day from \$50 per day was adopted.
- g) Wall/Boettcher resolutions A request was made for the families to attend the banquet at CSI's cost. It was decided that this expense will be taken out of the Governance Committee's budget since funds are available.
- h) Motion to pass the 2023-24 budget was adopted.

# Colorado Swimming, Inc. Board of Directors Meeting Saturday September 9, 2023, 12:00 pm – TopGolf Thornton

Adjournment: The meeting adjourned at 1:10 pm.

Ingrid Briant, Secretary



## Finance Vice Chair – 9/9/2023

#### **Tasks Accomplished Since Last Report**

- Tax Form 990 has been Filed & Sent to USA Swimming
- Audit is in Progress

#### Tasks to be Undertaken

• Finish 2021-2022 Audit – To be Done 9/30/2023

#### **Action Items**

- Discuss/Approve Proposed Budget- Proposed Loss of \$90,150
- Executive Session to Discuss Employee Raises & Payroll

						Colorado S	wimmin	g, Inc.	
			ar Actual AVG			2022-2023		2023-2	
		FY	2018-2022	Budg		Actual	Difference	Budget Chang	
				12Mo	onth	11 Month Aug-23		12Month be m after 9/	
						7.05 20		unter s,	5g
INCOME		\$	502,261	\$ 688	,400	\$ 666,676		\$ 696,400 \$	- \$ 696,400
EXPENSES		\$	538,353	\$ 762	,800	\$ 538,480		\$ 786,550 \$	- \$ 786,550
BUDGET TOTAL		\$	(36,092)	\$ (74	,400)	\$ 128,197		\$ (90,150) \$	- \$ (90,150)
MEMBERSHIP									
Transfer Fees	2003.0	\$	2,296		,700	\$ 2,490		\$ 2,700	\$ 2,700
Athletes	3001.0	\$	78,209		,	\$ 71,837	\$ 12,163	\$ 84,000	\$ 84,000
Athletes - Flex	3002.0	\$	8,273		,500			\$ 7,500	\$ 7,500
Athletes - Seasonal	3004.0 3010.0	\$	6,120			\$ 4,655	\$ 2,545	\$ 7,200	\$ 7,200
Club Members Individual/Family Members	3010.0	\$	10,459 11,137		,500 ,250		\$ 340 \$ 1,126	\$ 6,500 \$ 12,250	\$ 6,500 \$ 12,250
USA Swimming Fee	3000.55	\$	11,157	\$ 12,	,230	\$ 4,052	\$ (4,052)	\$ 12,230	\$ 12,230
OSA SWITTINING FEE	3000.55	Y	-	7		7 4,032	7 (4,032)	Ş 3,000	\$ 3,000
MEETS Mant Southing	2020.0	_	7.44-		000	ć 45.400	ć (C.400)	¢ 0.000	6 0.000
Meet Sanctions Registration Fine	3030.0 3035.0	\$	7,415 650		,000		\$ (6,100) \$ 400	\$ 9,000 \$ 1,500	\$ 9,000 \$ 1,500
Meet Surcharges	3035.0	\$	145,756	\$ 190				\$ 1,500 \$ 190,000	\$ 1,500 \$ 190,000
			-,						
CSI Hosted Meets	2042.4		25.052	<b>.</b> 20	000	ć 20.540	ć (740)	4 20 000	¢ 20,000
Revenue	3042.1	\$	25,852	\$ 29			\$ (710)	\$ 29,800	\$ 29,800
Expense Age Group State	3042.0	\$	26,819	\$ 29	,800	\$ 33,510	\$ (3,710)	\$ 29,800	\$ 29,800
Revenue	3051.0	\$	26,624	\$ 40	950	\$ 42,424	\$ (1,474)	\$ 40,950	\$ 40,950
Expense	3051.1	\$	26,479		,950	\$ 42,734	\$ (1,784)	\$ 40,950	\$ 40,950
Senior State		-	20,	7 12	,	- 12,121	+ (=): = :)	7 15,555	+ 10,000
Revenue	3053.0	\$	15,642	\$ 20	,900	\$ 20,862	\$ 38	\$ 20,900	\$ 20,900
Expense	3053.1	\$	15,753	\$ 20	,900	\$ 20,862	\$ 38	\$ 20,900	\$ 20,900
Silver State									
Revenue	3055.0	\$	22,292	\$ 30			\$ (5,324)	\$ 30,700	\$ 30,700
Expense	3055.1	\$	22,292	\$ 30,	,700	\$ 36,252	\$ (5,552)	\$ 30,700	\$ 30,700
Long Course Championships - 12&Under	2056.2	ć	22.740	ć 2F	000	ć 24.022	ć 077	¢ 35 000	ć 2F 000
Revenue Expense	3056.2 3056.1	\$	22,748 16,285	\$ 35 \$ 35	,000	\$ 34,023 \$ 1,496	\$ 977 \$ 33,504	\$ 35,000 \$ 35,000	\$ 35,000 \$ 35,000
Long Course Championships - 13&Over	5050.1	7	10,203	<b>,</b> 33,	,000	ý 1,450	ÿ 33,304	<b>V</b> 33,000	Ç 33,000
Revenue	3057.2	\$	20,069	\$ 28	,400	\$ 32,138	\$ (3,738)	\$ 28,400	\$ 28,400
Expense	3057.5	\$	16,697	\$ 28	,400	\$ 13,210	\$ 15,190	\$ 28,400	\$ 28,400
Open Water	3058.1	\$	77	\$	200	\$ -	\$ 200	\$ 200	\$ 200
Seasonal Championship									
Revenue	3059.0	\$	10,245	\$ 13		\$ 11,406	\$ 1,794	\$ 13,200	\$ 13,200
Expense	3059.1	\$	7,247	\$ 13,	,200	\$ 968	\$ 12,232	\$ 13,200	\$ 13,200
All Star Revenue	3060.0	\$	18,271	\$ 28	500	\$ 30,000	\$ (1,500)	\$ 28,500	\$ 28,500
Expense	3060.1	\$	15,492		,000	\$ 53,705	\$ 6,295	\$ 60,000	\$ 60,000
Western Zone		7		<del>-</del> 50,		. 23,703	, -,255	7 22,200	+ 55,550
Revenue	3066.0	\$	46,435	\$ 88	,000	\$ 74,676	\$ 13,324	\$ 88,000	\$ 88,000
Expense	3066.1	\$	47,474	\$ 145	,000	\$ 117,436	\$ 27,564	\$ 145,000	\$ 145,000
CSI Sponsored Meets	3067.0	\$	755						
Other Competition Income	3075.0	\$	2,761		,500				\$ 2,500
Other Income	3075.1	\$	2.022	\$	-				\$ 1,000
Cost of Goods Sold	500000	\$	2,929	\$	-	\$ 296	\$ (296)	\$ -	\$ -

		4 Year Actual . FY 2018-202			Budget	2022-2023 Actual	ADJUSTED		Budget	2023-2024 Changes to	AD	JUSTED
		112010 202			2Month	11 Month	712700122		2Month	be made		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
BUSINESS OFFICE						Aug-23				after 9/9 mtg		
Hale Adams Scholarship	3092.1	\$ 1	,125	\$	1,500		\$ 1,500	\$	1,500		\$	1,500
Janet Kralik Scholarship		\$	750	\$	1,500		\$ 1,500	\$	1,500		\$	1,500
Office Payroll	3200.0		,450	\$	55,000	\$ 56,910	\$ (1,910)	\$	55,000		\$	55,000
Office Operations	3205.0		,904	\$	6,000	\$ 4,507	\$ 1,493	\$	6,000		\$	6,000
PayPal Service Fee	3205.01		,224	\$	5,000	\$ 990	\$ 4,010	Ś	5,000		\$	5,000
Payroll Service	3205.1		,075	\$	1,200	\$ 1,139	\$ 61	Ś	1,200		\$	1,200
Payroll Taxes	3210.0		,492	Ś	6,200	\$ 4,557	\$ 1,643	Ś	6,200		\$	6.200
Computer/HyTek	3225.0		,285	\$	3,000	\$ 75	\$ 2,925	Ś	3,000		\$	3,000
Computer Internet Expense	3230.0		,852	\$	4,000	\$ 3,482	\$ 518	Ś	4,000		\$	4,000
Postage	3240.0	\$	976	\$	800	\$ 285	\$ 515	Ś	800		\$	800
Office Expense	3250.0		,753	\$	1,500	\$ 194	\$ 1,306	Ś	1,500		\$	1,500
Accounting	3253.0		,868	\$	3,500	\$ 482	\$ 3,018	¢	3,500		Ś	3,500
Bad Debt	3255.0	\$	44	\$	3,300	\$ -	\$ -	Ś			\$	3,300
Dad Debt	3233.0	7	44	7		, -	y -	7			Y	
PERATIONS												
	3265.0	\$	955	\$	700	\$ 4,436	\$ (3,736)	Ś	700		\$	700
CSI Regular Meetings					700			\$	/00		\$	/00
Workshops	3266.0		,161	\$	12.000	\$ -	\$ -		12 000		· ·	12.000
Swimposium/House of Delegates	3267.0	\$ 9	,892	\$	12,000	\$ 4,613	\$ 7,387	\$	12,000		\$	12,000
Awards Banquet	2222.1		620		10.000		A 40.00-		40.005		_	40.00
Income	3268.1		,620	\$	19,800		\$ 19,800	\$	,		_	19,800
Expense	3268.0		,803	\$	25,000	\$ 98	\$ 24,902	\$	-,		\$	25,000
Annual Athlete Swim Clinic	3269.0	\$	125	\$	5,000	\$ -	\$ 5,000	\$	5,000		\$	5,000
Convention / Spring Workshop	3300.0		,395	\$	5,000	\$ 6,907	\$ (1,907)	\$	5,000		\$	5,000
CSI Board Retreat		\$	-	\$	5,000	\$ -	\$ 5,000	\$	5,000		\$	5,000
BDO PerDiem	3267.8	\$	-	\$		\$ 35	\$ (35)	\$	250		\$	250
Athlete Leadership Summit	4062.0	\$	797	\$	5,000	\$ -	\$ 5,000	\$	5,000		\$	5,000
General Chair	4000.0	\$	545	\$	500	\$ 87	\$ 413	\$	500		\$	500
Administrative Vice-Chair	4100.0	\$	11	\$	300	\$ 89	\$ 211	\$	300		\$	300
Coach's Chair	4450.0	\$	266	\$	500	\$ -	\$ 500	\$	500		\$	500
Officials Chair	4500.0		,166	\$	56,000	\$ 45,856	\$ 10,144	\$			\$	66,000
Secretary Chair	4500.0	\$	-	Ś	150	\$ -	\$ 150	Ś	150		\$	150
Age Group Chair	4550.0	\$	6	\$	200	\$ -	\$ 200	\$			\$	200
Technical Planning Chair	4600.0	\$	130	\$	600	\$ -	\$ 600	\$	600		\$	600
	4000.0		,098	\$	6,500	\$ 642	\$ 5,858	\$	4,000		•	
Safe Sport Chair	4007.0				•			<b>&gt;</b>			\$	4,000
Diversity Chair	4607.0	\$	511	\$	3,000	\$ 1,720	\$ 1,281	2	14,000		\$	14,000
Governance Chair		\$	-	\$	1,000	\$ -	\$ 1,000	\$	1,000		\$	1,000
Age Group Coordinator		\$	-	\$	-	\$ -	\$ -	\$	-		\$	
Records Chair	4705.0	\$	-	\$	250	\$ -	\$ 250	\$	250		\$	250
Athlete Rep		\$	-	\$	-	\$ -	\$ -	\$	-		\$	
Athlete Reimbursements	5001.0		,605	\$	60,000	\$ 51,480	\$ 8,520	\$	•			60,000
Coach Reimbursements	5005.0		,159	\$	15,000	\$ 8,500	\$ 6,500	\$	15,000		\$	15,000
Coach Mentoring		\$	-	\$	6,000	\$ 124	\$ 5,876	\$	6,000		\$	6,000
Outreach Scholarships												
Outreach Scholarships		\$ 1	,155	\$	20,000	\$ -	\$ 20,000	\$	20,000	-	\$	20,000
Outreach Gear		\$	34	\$	3,000	\$ -	\$ 3,000	\$			\$	3,000
					-							
Oylmpic Trials	5201.0	\$	-	\$	_		\$ -	\$	-		\$	
Oylmpic Year Pool Rental	5205.0	\$	490	\$	_		\$ -	\$			Ś	
-, .p	3233.0	T		7				7			1	
Camps												
Catch the Spirit	6000.0	\$ 2	,064	Ś	4,000	\$ 1,987	\$ 2,014	Ś	4,000		\$	4,000
Zone 1 Camp	6101.0	\$ 2	,004	\$	4,000	\$ 4,000		2	4,000		\$	4,000
Zone 1 Camp Zone 4 Camp		\$	-	\$				\$				_
•	6104.0		-		4,000	\$ -	\$ 4,000	Ÿ	4,000		\$	4,000
Zone 5 Camp	6106.0	\$	- 274	\$	4,000	\$ -	\$ 4,000	\$	4,000		\$	4,000
Junior National Camp	6105.0	\$ 3	,274	\$	4,000	\$ 1,108	\$ 2,892	\$	4,000		\$	4,000
MISCELLANEOUS												
Interest / Dividends	3073.0		,295	\$	25,000	\$ 23,986			25,000			25,000
Unrealized Inv. Gain/Loss	3073.5	\$ 42	,439	\$	5,000	\$ 11,338	\$ (6,338)	\$	12,000		\$	12,000
Investment Management Fees	6500.0		,663	\$	3,500	*	\$ 3,500	\$	3,500		\$	3,50
Other Expense	7000.0		,818	\$	250		\$ 250	Ś	250		\$	250

#### **Colorado Swimming, Inc.**

#### **Notes to Proposed Budget**

#### 2023-2024

- New Income
  - Other Income Credit Card Income
    - Estimated amount for budget of \$1,000
- New Expense
  - USA Swimming Fees
    - Estimated amount for budget of \$5,000
  - o BDO PerDiem
    - Estimated amount for budget of \$250
- Update/Discuss Income
  - Meet Sanctions
    - Budget vs Actual difference Update closer to actual?
  - Meet Surcharges
    - Budget vs Actual difference Update closer to actual?
  - CSI Hosted Meet
    - Budget vs Actual difference Update closer to actual?
- Update/Discuss Expense
  - CSI Hosted Meet
    - Budget vs Actual difference Update closer to actual?
  - Office Payroll Will need Executive Session for Discussion of Raises
  - Olympic Year
    - Olympic Trials Expense What amount do we want on Budget?
    - Olympic Year Pool Rental What amount do we want on Budget?

#### Due Monday August 28, 2023

Budget Line Item: Officials Expenses
Prior Fiscal Year Budget: \$62,000
Current Fiscal Year <b>REQUESTED</b> Budget: \$66,000
Justification for budget of \$66,000
See attached sheet. The increase is primarily due to Olympic Trials -
effectively \$1200 per official. Assumption is 5 officials - which may be less
or more depending on the invites.

Please email this form to Jillian Hayes at financechair@swimcolorado.org on or before

#### Monday August 28, 2023.

The proposed budget will be emailed to everyone no later than <u>Tuesday September 5, 2023</u> along with all proposed budget request forms for the board to look over before the board meeting being held on <u>September 9, 2023</u>. Please look over the information before coming to the board meeting, as we are only going to discuss major changes that have been requested.

### **Proposed 2024 CSI Officials Budget**

Item		Amount		Possible Options	Notes		
1	Send 2 officials @ \$1,500 to Sr. and AG Zones, and All Stars	\$	9,000	·			
1b	Olympic Trials	\$	6,000		Olympic Trial Year ( 5 Officials X 100/day X 12 days		
<b>1</b> c	Para-Olympic Year	\$	3,000				
2	Officials reimbursement @ \$900 once/year for working Sectional or higher level meet	\$	31,500		Very Successful program - provides CSI better officials and other benefits - Approximately 35 officials applied for reimbursement.		
3	Yearly supplies, Rulebooks, AR Stamps, Radio repairs, nametags, New Officials shirts	\$	6,000		Yearly expenses		
4	CSI sponsored Meets, Officials Gift cards, Hotel rooms for MR/Team Leads if needed	\$	4,500		Yearly expenses		
5	Bringing in an outside USA Swimming National Evaluator - Pioneer	\$	1,500		pays airfare/hote/car		
5a	Bring in Swimposium speaker for Officials Workshop	\$	1,500				
6	Annual Senior Officials Workshop	\$	1,000				
7	Officials swag for working 5 sessions @ 14U, 15O, or Seasonal State summer meets	\$	2,000		yearly expenses		
	Total Request:	\$	66.000				

#### Due Monday August 28, 2023

Budget Line Item: Diversity Chair 4607.0
Prior Fiscal Year Budget: \$ 3,600.00
Current Fiscal Year <b>REQUESTED</b> Budget:
Justification for budget of $$\frac{19,000.00}{}$
1. There is an increase in few registration fee for DEG
in Western tone. It will be \$ 20/registration in Stour
of \$10/Registration. This is not supposed to come
Colorado and Western Fare Vograns, Basedon 2012-
2023 ventors, it will be apploximately \$ 1950.00
to the Western tone.
2. To Western Fare DET Group is going to have a Campl
Charles To las To Day This will be how
up to 2 athletos and I non-athletes, with the possibility
of alfernite the a point of 5. My quessin
tepp 10 x mately \$ 2,000 / Comp or Summit participant
\$1 000 ha Parishulans and \$ 1000 for buil 19I
11000 msc registuisms and of vaco the summer

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#### Due Monday August 28, 2023

Budget Line Item: Governance Committee						
Prior Fiscal Year Budget: \$1000						
Current Fiscal Year <b>REQUESTED</b> Budget: \$5000						
ustification for budget of \$\\$5000						
New Member BOD Orientation - \$650						
Annual BOD Retreat - \$4350						
Budgeted amounts based upon average cost of off-site BOD Meeting and						
this year's retreat costs.						

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#### Due Monday August 28, 2023

Budget Line Item: Camps						
Prior Fiscal Year Budget: \$4,000						
Current Fiscal Year <b>REQUESTED</b> Budget: \$4,000						
Justification for budget of $$4,000$						
To put on a camp for the NCS swimmers. Have done this for several years						
and it is a big hit with the League members.						

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