

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.**

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Board of Directors Meeting
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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

		4 Year Actual AVG			2022-2023			2023-2024	
		FY 2018-2022			Budget	Actual	ADJUSTED	Budget	Changes to
					12Month	11 Month		12Month	be made
						Aug-23			after 9/9 mtg
BUSINESS OFFICE									
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	\$ 48,450		\$ 55,000	\$ 56,910	\$ (1,910)		\$ 55,000	\$ 55,000
Office Operations	3205.0	\$ 5,904		\$ 6,000	\$ 4,507	\$ 1,493		\$ 6,000	\$ 6,000
PayPal Service Fee	3205.01	\$ 2,224		\$ 5,000	\$ 990	\$ 4,010		\$ 5,000	\$ 5,000
Payroll Service	3205.1	\$ 1,075		\$ 1,200	\$ 1,139	\$ 61		\$ 1,200	\$ 1,200
Payroll Taxes	3210.0	\$ 4,492		\$ 6,200	\$ 4,557	\$ 1,643		\$ 6,200	\$ 6,200
Computer/HyTek	3225.0	\$ 2,285		\$ 3,000	\$ 75	\$ 2,925		\$ 3,000	\$ 3,000
Computer Internet Expense	3230.0	\$ 2,852		\$ 4,000	\$ 3,482	\$ 518		\$ 4,000	\$ 4,000
Postage	3240.0	\$ 976		\$ 800	\$ 285	\$ 515		\$ 800	\$ 800
Office Expense	3250.0	\$ 2,753		\$ 1,500	\$ 194	\$ 1,306		\$ 1,500	\$ 1,500
Accounting	3253.0	\$ 1,868		\$ 3,500	\$ 482	\$ 3,018		\$ 3,500	\$ 3,500
Bad Debt	3255.0	\$ 44		\$ -	\$ -	\$ -		\$ -	\$ -
OPERATIONS									
CSI Regular Meetings	3265.0	\$ 955		\$ 700	\$ 4,436	\$ (3,736)		\$ 700	\$ 700
Workshops	3266.0	\$ 1,161		\$ -	\$ -	\$ -		\$ -	\$ -
Swimposium/House of Delegates	3267.0	\$ 9,892		\$ 12,000	\$ 4,613	\$ 7,387		\$ 12,000	\$ 12,000
Awards Banquet									
Income	3268.1	\$ 9,620		\$ 19,800		\$ 19,800		\$ 19,800	\$ 19,800
Expense	3268.0	\$ 13,803		\$ 25,000	\$ 98	\$ 24,902		\$ 25,000	\$ 25,000
Annual Athlete Swim Clinic	3269.0	\$ 125		\$ 5,000	\$ -	\$ 5,000		\$ 5,000	\$ 5,000
Convention / Spring Workshop	3300.0	\$ 1,395		\$ 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	\$ 19,166		\$ 56,000	\$ 45,856	\$ 10,144		\$ 66,000	\$ 66,000
Secretary Chair		\$ -		\$ 150	\$ -	\$ 150		\$ 150	\$ 150
Age Group Chair	4550.0	\$ 6		\$ 200	\$ -	\$ 200		\$ 200	\$ 200
Technical Planning Chair	4600.0	\$ 130		\$ 600	\$ -	\$ 600		\$ 600	\$ 600
Safe Sport Chair		\$ 3,098		\$ 6,500	\$ 642	\$ 5,858		\$ 4,000	\$ 4,000
Diversity Chair	4607.0	\$ 511		\$ 3,000	\$ 1,720	\$ 1,281		\$ 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	\$ 31,605		\$ 60,000	\$ 51,480	\$ 8,520		\$ 60,000	\$ 60,000
Coach Reimbursements	5005.0	\$ 7,159		\$ 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	\$ 3,000
Olympic Trials	5201.0	\$ -		\$ -		\$ -		\$ -	\$ -
Olympic Year Pool Rental	5205.0	\$ 490		\$ -		\$ -		\$ -	\$ -
Camps									
Catch the Spirit	6000.0	\$ 2,064		\$ 4,000	\$ 1,987	\$ 2,014		\$ 4,000	\$ 4,000
Zone 1 Camp	6101.0	\$ -		\$ 4,000	\$ 4,000	\$ -		\$ 4,000	\$ 4,000
Zone 4 Camp	6104.0	\$ -		\$ 4,000	\$ -	\$ 4,000		\$ 4,000	\$ 4,000
Zone 5 Camp	6106.0	\$ -		\$ 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	\$ 16,295		\$ 25,000	\$ 23,986	\$ 1,014		\$ 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	\$ 1,663		\$ 3,500		\$ 3,500		\$ 3,500	\$ 3,500
Other Expense	7000.0	\$ 6,818		\$ 250		\$ 250		\$ 250	\$ 250
Quickbooks Payment Fees		\$ 8,070		\$ 15,000	\$ 9,954	\$ 5,046		\$ 15,000	\$ 15,000

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
 - 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?

2023-2024 Budget Request Form

Due Monday August 28, 2023

Budget Line Item: Officials Expenses

Prior Fiscal Year Budget: \$62,000

Current Fiscal Year **REQUESTED** 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 **Tuesday September 5, 2023** along with all proposed budget request forms for the board to look over before the board meeting being held on **September 9, 2023**. 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
1c 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, 150, or Seasonal State summer meets	\$ 2,000		yearly expenses
Total Request:		\$ 66,000	

2023-2024 Budget Request Form

Due Monday August 28, 2023

Budget Line Item: Diversity Chair 4607.0

Prior Fiscal Year Budget: \$ 3,000.00

Current Fiscal Year **REQUESTED** Budget: \$ 14,000.00

Justification for budget of \$ 14,000.00:

1. There is an increase in per registration fee for DSI in Western Zone. It will be \$0.20/registration instead of \$0.10/registration. This is not supposed to come out of the DSI Budget as it is meant to support Colorado and Western Zone Programs. Based on 2022-2023 numbers, it will be approximately \$1950.00 to the Western Zone.
2. The Western Zone DSI Group is going to have a Camp/Summit at Trials in Indy in 2024. This will be for up to 2 athletes and 2 non-athletes, with the possibility of alternate, for a total of 5. My guess is approximately \$2,000/Camp or Summit participant for a total of \$10,000.00 plus the \$2,000.00 for Registrations and \$2000 for local DSI

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2023-2024 Budget Request Form

Due Monday August 28, 2023

Budget Line Item: Governance Committee

Prior Fiscal Year Budget: \$1000

Current Fiscal Year **REQUESTED** Budget: \$5000

Justification 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

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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