

Official Minutes
TMEC Board Regular Meeting
Wednesday February 22
Murrieta Mesa High School Library 6-8 PM

Board Members Present:

Jenn Beech, Jon Eyler, Justin Fender, Don Lindemann, Scott Parrott, James Schneider, Jim Sullivan, Blake Wettlaufer.

I. Call to Order

II. Persons Wishing to Address the Board

No members wished to address the board.

III. Reports:

A. President's Report

a. Acknowledgements

Lindemann reported club continues to move in the right direction and affirmed club had come to an agreement with Coach Tripp to serve as associate head coach. Don has recognized Coach Jenn for the honor of being accepted to a coaches clinic at USA swimming in Colorado.

feels we are moving in the right direction with the club. Pres wishes to acknowledge we have come to agreement with Coach Tripp as Associate Head Coach. Coach Jenn has been accepted to a coaching clinic at USA swimming in Colorado.

B. Treasurer's Report

a. January revenues and expenses

- Balance sheet for January sent to board (should that be included with minutes). Net income of 17,000+
 - 25,964 in membership fees
 - 46,780 total income expenses 28,811 in expenses -- 17,897
- Balance sheet goes out to members with minutes
- Tax exempt status
 - All penalties paid
 - All applications submitted
 - State assures us that they will process documentation and reinstate us on their site in four weeks
- Directors and officers insurance is due for renewal \$1455.00

C. Communications / Parent Outreach Report

a. Newsletters and other communications

Schneider asked for feedback on newsletters and received positive reactions. Parents are enjoying the emphasis on celebrating the achievements of swimmer. Schneider plans to shift to one after each meet now that he has caught up on previous results.

b. Parent volunteers and activities

- A letter for group parents was distributed during meetings.
- James explained the group parents are the on-deck go to for parents. He encouraged group parents to reach out to coaches for answers to any questions rather than give out wrong answers.
- Group parents focused on two activities per season and will coordinate with coaches before moving forward.
- Group parents will promote fundraising, especially on deck.

IV. Old Business

A. Appointment of / Resignation of Officers

MSU Eyler/Lindemann Coach Jenn added to board as a voting member.

Discussion:

Board members discussed how having coach on board was permitted by bylaws and promoted a sense of partnership and continuity. Coach Jenn will abstain on contract or employment issues that directly affect her.

MSU Eyler/Wettlaufer Board accepts resignation of Ericka Van Wick

B. Billing System Follow Up and Recommendations

a. Switch to Team Unify

- Club is leaving bill.com which is inefficient because it requires manual entry and duplicate process. The goal is to move everything to one system which is what most clubs do.
- This will better match swimmers with groups and rates. Although people will have to move over for payment this will ultimately be easier for members. Team unify also has automated late fee option. We will make this transition on March 1.

- There are some potential problems: higher fees for team unity; amex cards not accepted to Team unify; ACH may take a few weeks to implement. To board, these problems are outweighed by benefits of switching.

b. Late Fees and Late Fee Application Dates

- Team unify has automated late fee system. People have until the 10th to pay and are billed a late fee of \$25 at 12:01 AM on 16th.
- Current late dues policy is email at 30 days, a letter at 45 days and suspension from meets and practices at 60 days.
- The board needs to review what the implications for the switch to team unify are for late payments for registrations.
- Team unify will better identify people who are not meeting requirements.
- Apparel invoices -- billing people who may already be behind -- need a better on deck payment policy -- what apparel are we selling on March 3 -- Yvonne -- gave us a proposed inventory list for apparel

C. Age Group Transition Follow Up and Recommendations

- Age group transition moving to Chaparral
- Coaches can work together and better integrate swimmers and training strategies
- Pre-Senior moving to Murrieta Mesa -- partnership between coaches and swimmers
- Coaches developed this revision

V. New Business

A. Approval of Proposed Budget

MS Eyler/Lindemann 7 yes, 1 no: New Budget Approved

Discussion:

- Coach Jenn walked us through different revenue categories in budget
- These revenue projections were presented as conservative and based on improved collection practices
- 593,000 budget
- Underestimate revenue and overestimate expenses
- Investment in additional work with coaches
- We hope that new fundraising revenue will be used to reduce key costs -- if additional fundraising does not meet that goal then it is covered in budget
- Reserve is built in -- 3% of budget possible cushion with fundraising up to 60,000
- Documentation helps members see increases and decreases in expenditures over the years.
- There was some discussion about whether or not the budget was overly optimistic. The board members communicated that they feel the revenue projections were conservative and the expenditures aligned with past years and distributed wisely across budget categories.

- Board President called for support for optimism and argued we are making radical changes and streamlining.

B. Coaches' Contracts

MS Lindemann / Fender 6 yes / 1 no / 1 abstention

C. Calendar

a. Potential Meets

- March 11 our next meet
- October 14/15 Blue / Red / White -- maybe TVHS for more lane space
- Sanctioned Blue Black White meet for October 28th
- Possible dual or tri meet with RAA
- One day White Swimmer meet in Fallbrook this April 8

b. Fundraising Plans

A wide range of upcoming and potential fundraising plans and issues were discussed during the meeting

- Tera and Lacey are coordinating fundraisers.
 - March 2: Pieology -- go with a flier / up to 50% on slider scale
 - April 8: Savers -- turn in stuff we want to get rid of -- 20 cents a pound
 - Dick's Sporting Goods application for \$1000 dollar donation
 - Also applications to a wide range of restaurants and fundraisers
- Various ideas were discussed for applying these fundraisers to family donation/fundraising fees
- Ideas include finding sponsors and reviewing previous fundraisers -- blue black white and kickathon
- Jenn is exploring alternative fundraising recommendations
- Swim Meet fundraising ideas related to the snack bar and raffle baskets were discussed
- Board members discussed how \$100 per season per swimmer is essential to budget but also how we need to address larger potential for new fundraising sources and revenues.
- A discussion took place about fundraising for Senior Elite group. Coaches are working on some ideas to build a travel fund for seniors. Ideas currently include swim lessons.

VI. Future Agenda Items Discussion

The following topics were raised as potential future agenda items

- Fundraising issues
- Shark Attack
- Swim-a-thon

- Apparel
- Update on TU switchover

VII. Adjournment (7:52)