

Clinton Otters Swim Team

Parents' Association Meeting Agenda

October 7th, 2025

1. Call to Order- 6pm
2. Secretary Report - Angie Moran
 - a. **\$15 Surcharges will be charged today**
 - b. **Find the Agenda and Meeting Minutes on Facebook group and Teamunify**
 - c. **All Team Shirts and Team Caps should be delivered, if anyone did not get theirs please let Angie know.**
3. Treasurer's Report - Amanda Ferguson
 - a. **Apple & Pork Numbers: Booth brought in \$14,466. After expenses and 20% going to the Homestead, we ended up with \$8,629.00. After selling leftover food, we have a grand total of \$8, 866.00 going toward swimmer entry fees this season.**
 - b. **Concessions income: \$507**
 - c. **SPY Meet Expenses: \$1,105.00 but after surcharge payments received, it ended up costing the team \$760**
4. YMCA Report – Coach Aubrey:
 - a. **Below is from administration @ the Y:**
 - b. **Evenings at our Y during swim team season are very hectic and busy. It can be trying on our staff to be able to hear the phone, be able to give tours to new members, register people for programs, and make sure things are going smoothly & safely throughout our building during our busy hours.**
 - c. **Due to issues we are having at our front desk area during swim team practices, we are now requiring a parent be with their child AT ALL TIMES when they are not in the water swimming. This goes for siblings as well.**
 - d. **Having a bigger team this year and a lot more people in our building is a great thing, but it is also something we need to set rules for and require parents' supervision.**
 - e. **We appreciate your cooperation and hope for a successful swim season.**
 - f. **Lockers are for day use only. All locks must be off at the end of each evening. Equipment ONLY bags, are allowed to be left in the pool closet Monday-Thursday but must be labeled and stored inside a mesh bag. (These will need to go back with your swimmer on Thursdays)**
5. Coaches' Report -
 - a. Coach Claire:
 - i. **Extended deadline to Monday, October 13 for Ghouls @ Mattoon (this has been changed on teamunify / sports engine). I have yet to receive a meet file from them, so I haven't started working on entries. October 13th will be the cut off though.**
 - ii. **Behavior expectations - be kind to teammates, especially before/after races. Any instances of unkind behavior, trash-talking, etc. will be handled by the coaches and consequences will be given as necessary. Please remind swimmers to follow the code of conduct for behavior in the handbook as coaches will follow that consequence sequence.**
 - iii. **YMCA behavior - please remind swimmers that the YMCA is a place of business and not our home. If they are at the Y before practice, they need to find a place to stay and not linger, run, roam, etc. This should be in the game room, gym, viewing room, lounge area, and not in the way of patrons coming & going and/or the front desk. If directions are given from the front desk, they need to be followed. This behavior will be handled the same way as point #2.**
 - iv. **SafeSport - please remind parents of what Safe Sport is and why we have it in place (a lot of new families may not know about this). It was something that was brought up at the state-wide coaches meeting and emphasized quite a bit.**
 - b. Coach Aubrey
 - c. Coach Michelle:

- i. Names need to be added to each piece of equipment. Also, before your swimmer leaves, they need to check their bag to make sure that they didn't leave any of their equipment, suits, or goggles in the locker room, viewing room, or on deck before they leave.
- ii. She also wants to throw a huge shout out to her Stroke School swimmers and how proud she was of them this past weekend. Way to go!

6. Old Business

- a. Communication.
 - i. Is everyone getting plenty of communication between the Coaches, Parent Board, and the Parents? Remember we have 3 forms of communication: email, Otter's Facebook group, and the bulletin boards in the viewing room. If anyone isn't getting emails or wants more emails added to their account like a work email or a grandparent that helps out a lot with getting the swimmer to practice or meets, please reach out to Angie and we can get them added.
- b. Apple N Pork.
 - i. The Board and the Coaches want to say a huge thank you to the team for Apple N Pork. Getting those jobs filled, showing up, and going above and beyond. Throughout the weekend we were so proud to see parents step up where we were short in spots and step up to fill lemonade coolers, stay longer through their shift, replace a sour cream, or lift those huge coolers of hot potatoes. All of that did not go unnoticed and we think it's safe to say we have another great year ahead of us with the parents.
- c. Intrasquad Meet
 - i. Wow what a great intrasquad. We know it took a second to get things going with all of our swimmers and lots of new faces, but all in all it ran great. Every person you see who isn't a coach is a parent volunteer: Officials, AOs, Head Timer, Runners. What you will come to learn is that these swimmers cannot compete at these meets without you parents.
 - ii. Usually we would already have the meet results posted during the meet and on meet mobile app, but after an update with the program, we were unable to use it. Luckily with lots of experienced officials and AOs, we were able to still run the meet and use the times. Our team AO, Heather, has been contacting the company and once she gets access back to our Meet Manager program, she will get all of those times entered, posted on Meet Mobile, and Awards will be given. We will let everyone know when that happens.

7. New Business

- a. Save the Dates
 - i. Reindeer Classic: Saturday December 13th, all day. Set-up will be on Friday the 12th. Time: TBD
 - ii. YMCA State Championship Meet: March 13th - 15th @ St. John, IN. It sounds weird that we are already posting that date, but if you know your swimmer can not swim that weekend, you need to let the Coaches know. Also, if your swimmer ends up qualifying for State and will go no matter if it's one meet or relays only, look into renting hotel rooms now with a free cancellation. It's better to have a hotel now, rather than scrambling for a room when it gets closer to State. We will post some popular hotels in the area on the bulletin board.
- b. SafeSport: - We want to take a minute to talk about Safe Sport. Safe Sport is a program through USA Swimming that makes sure our athletes have a safe, supportive, and respectful environment at all times. It gives us clear guidelines on things like swimmer privacy, appropriate behavior on deck, and preventing bullying.
 - i. At a meet, we as parents can do something that is completely innocent, but it can accidentally step outside the SafeSport guidelines. These rules aren't about

making things harder — they're about making sure every swimmer feels safe and comfortable.

- ii. **That's why we're asking every family to spend a little time learning about Safe Sport before our next parent meeting next month. The more we understand, the better we can protect our swimmers and keep Otters the positive, safe place it's meant to be and be prepared at any meet we host and attend. We will reach out to Aubrey, our Aquatics Director, to get us parents some educational materials and appropriate website links to share.**

- c. NEW meet: Tri Meet @ Kankakee with Joliet

- i. **Coach Claire added a NEW TO US meet at Kankakee with Joliet. This will be taking the place of the DANY - Super Splash Meet on January 24th. So please keep an eye out for that change. This will be a great way to compete against other teams outside our district and a new pool.**

8. Meets

- a. Declare and Deadlines:

- i. **Does everyone know how to declare for a meet and see where the deadline is for the Meet? Everyone is getting all forms of communication**
 - ii. **It's very important that we stick with the deadline this year, especially with 65-70 swimmers this year.**
 - iii. **Side Note: If you declared for a future meet but then realize your swimmer can no longer attend. Instead of going in on Sports Engine or TeamUnify to undeclare them, you need to make sure you personally reach out through email that your swimmer can no longer attend. The system will not update your swimmer's status after you already declared that they were going to attend. Email is the best way to communicate with the coach so they can look back on their emails instead of looking for a post-it note or word of mouth during a practice or at a meet.**

- b. Meet detail Timeline

- i. **The week of the meet, usually Thursday, the host team will send out warm-up times, requested timers, and any other little reminders. PLEASE BE PATIENT. We cannot send anything out until the host team sends the information after they received all the entries.**
 - ii. **We will try to update the Events of when the meet will start once Coach Claire receives the Meet Packet. And then Coach Claire will send out warm-ups and timers list once she receives it.**

- c. Make sure your bag is packed the night before.

- i. **Get into the habit of packing your swimmer's bag the night before. On the bulletin board we have a list of the things you should make sure are packed.**

- d. Meet Mobile

- i. **App on your phone. For \$19.99/year or \$6.49 per month.**
 - ii. **You get instant results on your swimmers times, heat sheets, and track their past meets and times. Most Swim Teams have this feature and it is a great thing to invest in, but it's not mandatory.**

9. Upcoming Events

- a. Springfield Spy Opener - 3 day event

- i. **Make sure you go to the correct YMCA: Gus and Flora Kerasotes YMCA**
 - 1. **4550 W Iles Ave, Springfield, IL 62711**
 - ii. **5 Sessions: so make sure you know what sessions your swimmer is swimming in.**
 - iii. **Times and Session Events are listed on the Bulletin board.**
 - iv. **Warm-ups and Timers Needed: Coach Claire sent out email 10/7 with warm-ups and timers.**

- b. Bloomington Meet

- i. **Meet Starts at 1:30 PM**

- ii. **Otter's Warm-Ups 12 PM**
- iii. **Set-up Time: Saturday 18th at 6pm**
- iv. **Handful of Jobs left to fill, so please take a look at it.**
- v. **We are going to look into what is left over from Concessions and make a new donation list, so please keep an eye out for that sign-up.**

c. Mattoon Ghouls in the Pool

- i. **Deadline: October 13th**
- ii. **Mattoon Area Family YMCA - 221 N 16th St, Mattoon, IL 61938**
- iii. **Warm-ups: TBD**
- iv. **Meet Start Time: TBD**
- v. **Timers: TBD**

d. Next Parent Meeting November 4th @ 6PM

- i. **BIG FOCUS ON REINDEER PLANNING**

10. Appointing Chairman's/Committees

- a. Apple & Pork Chairman: Eric & Amanda Ferguson - **Thank you again for taking on as the new Chairman.** **Amanda this is a good time to ask if anyone has anything to say about how the event went to add to your notes for next year**
- b. Publicity Chairman- Jessica Sullivan - **Thank you for taking this over. Do you need any help with getting in contact with the local paper or radio stations to send information about the team and meets?** **Whatever she needs we can get them to her, just let us know what she needs**
- c. Awards Chairman: Angie Moran - **Anything you want to say about awards for the year?**
- d. Hospitality Chairman – **Still Looking for One - I believe there was a parent that was possibly interested? Ask the group if anyone would like to step up. They will have a support from the board.** **Karlie Lamar signed up with Michelle Kolesar to assist**
- e. Official Chairman – Eric Ferguson - **Thank you Eric for getting all of those training dates, getting the word out, and helping those who have questions. As of right now, how many officials do we have from the Clinton Otters? How many more chances are there to become a Level 1, Level 2, or AO? 2 Level IIs, 2 Level I (1 training for Level II), and 2 AOs. Eric still working on getting Level I training to 2 parents whose class was canceled.**
- f. Fundraising Committee – Beth Dunham and Krista Jackson - **thank you for signing up. Once Reindeer planning starts we will ask for some suggestions and then there are some ideas January we might be looking into.**
- g. Set-up/Tear Down Committee – **Looking for 1 more spot to fill. Thank you all who came to set-up on Saturday. Duel Meet on the 19th set-up time and date TBD**
- h. Spirit Committee - Kristina Bentz & Jenny Lux - **Looking for 1 more. Homecoming parade was a lot of fun for everyone. Thank you to everyone who had a hand in it, thank the swimmers for us for riding and tossing out candy. One thing new this year is that if you would like to have your swimmer picture on the bulletin board: please drop photos into Bentz or Lux swimmer folders.** **Courtney Smith joined during the meeting**
- i. Banquet Committee - Krista Jackson, Angie Moran, Kristina Bentz - **Thank you, we will talk more later on during the year**
- j. NEW USA Committee- Angie Moran - **looking for 2 more spots - Still looking into becoming a USA team. So this committee is to help get us there. If anyone is interested and wants to join, please get in contact with Angie.** **Elizabeth Gambrel joined after the meeting**

11. Questions? **None**

12. Meeting adjourned **6:57**