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FAST Board Meeting Minutes Tuesday, November 17th, 2009

Board Members Present: Renee Haynes, Walter Dauksher, Lance Holter, Rob Huey, Krista Nero, Randy Pritchard, Melissa Kinnear, Bill Spahn

Missing: Karl Stewart

Meeting Site: Old Chicago

1) Call to order

Meeting called to order at 7:52 PM by Randy Pritchard.

2) Approval of minutes from 10/20/09 Board Meeting – Approval was done via email prior to the meeting.

3) Membership Report – Randy Pritchard

186 Regular Swimmers – The numbers of swimmers on the team continues to climb. Historically, the numbers are the highest in November and December. The following number of swimmers exist in each of the groups: Precompetitive (10), Silver (21), Gold1 (11), Gold2 (22), Platinum (23), White (31), Blue (24), Pre-senior (19), and Senior (25).

35 Masters Swimmers – Morning practice sessions continue to attract 15-20 swimmers. Lunch time session attendance is between 8 and 12 swimmers.

16 High School Prep Swimmers – A number of the girls that were swimming with the high school group have left to swim with their high school teams. FAST hopes to see an influx of boys join the group in preparation for their high school season.

4) Coach's Report – Bill Spahn

Things continue to go well with the team. Attendance at practice has been excellent.

The team did very well at the Loveland meet. The team is looking forward to the December meet being a home meet in the Epic pool.

The practice group configurations are working well. The swimmers in the new “platinum” group posted impressive results in Loveland.

Bill and Evan continue to evaluate the team meets for this spring. Bill hopes to solidify the spring meet schedule shortly.

The dates of the FAST June meet have officially been changed. The meet will now be held on June 25, 2010 through June 27th 2010.

The travel meet will likely be moved back a week later than it is traditionally held. Bill and Evan continue to search for a meet for FAST to attend.

5) Treasurer's Report - Melissa Kinnear

The team's cash position is “strong.” November/December are typically “high point” months for the team's cash position.

There is some concern that the income generated this season will NOT fully cover the team's expenses forcing the team to dip into the cash reserve. Last year, FAST hosted both the SCY and LCM Age Group State Championships. This year, the team is only hosting the SCY championship meet. There is hope that the December meet will generate more income this year than it did last year.

The board will continue to look for ways to reduce expenses throughout the season.

6) President's Report – Randy Pritchard



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1) Hospitality Coordinators

Hospitality Coordinators have been identified for the SCY season. The team is still looking for coordinators for the LCM season.

2) Spring Banquet

Lisa Adams is going to plan the spring banquet. Lance Holter presented some ideas to the board regarding changes to the spring banquet. The board discussed possibly having the banquet be more of a party than a formal, awards ceremony. Bill said he would discuss the idea with his group of swimmers. The board is going to solicit feedback on changing the format of the spring banquet and discuss it at a future meeting.

3) Epic Certification

During the FAST Intrasquad meet, the pool was measured. The measurements were submitted to USA Swimming. Epic is now one of only two pools in the state that has been certified.

7) Old Business

a) Team Manager Job Description

Melissa presented the board with a document she worked with Megan Tooley to develop outlining the “Team Manager” job description. The description covers duties in the financial, membership, meet support, and administrative areas. Board members will review the job description.

A discussion was held regarding making the “Team Manager” and “Membership Coordinator” two different positions. The board decided the two functions should remain with the “Team Manager.”

b) Meet Director’s Meeting

Earlier in the month, Rob Huey conducted a meeting with all the meet directors and entry chairs. Megan Tooley spoke at the meeting outlining how the team manager is involved during meets. The meet directors were encouraged to submit their budget estimates to Melissa as soon as possible.

Based on the output of the meeting, Rob initiated a board discussion on the fees being charged at FAST meets. At the December 9th, 2008 board meeting it was decided that the fees for FAST meets should be standardized. A surcharge rate of \$7.00 and a splash fee of \$4.25 were adopted.

This year, FAST is hosting a SCY prelim/finals meet, a SCY finals meet, a LCM finals meet, and a LCM prelim/finals meet. Given that no two FAST meets are the same this year, the board voted unanimously to reverse the standardization of the fees and will now rely on meet directors to properly establish the fees for meets. FAST will make every effort to keep rates low for SCY finals meets. LCM meets and prelim/finals meets need different fee structures because of the length of time for which the pool is rented and the number of events swimmers are allowed to enter.

c) T&C’s



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In order to attract volunteers to difficult to fill positions, the board has authorized awarding volunteer credit inconsistent with what is outlined in the T&C's. Lance will review the language in the T&C's and modify it for next season, so the board has leeway in awarding the credit necessary to fill the positions. The areas in need of the most "clean up" are meet director volunteer credits and hospitality coordinator volunteer credits.

d) Underwater Camera – No report

e) EPIC Air Quality

The fans to improve the Epic air quality are scheduled to be installed prior to Thanksgiving.

f) Swim-a-thon

The caps for swim-a-thon contributors have been ordered. The caps are royal blue this year.

g) Team Computers

Three new team computers have been ordered by Greg Tooley. When they arrive, he will load the meet computer with the latest version of the meet manager software.

h) Team Manager Phone Line

A phone line was secured for the "Team Manager." Service plans are being reviewed to find the most effective option.

i) New Board Member Party- This Sunday at Holter's.

8) New Business

a) Bulkhead Pins

As part of the pool certification with USA Swimming, the people measuring the pool noticed that the pins designed to hold the bulkhead in place do not fit snugly in the holes into which they are inserted. The mismatch between hole size and pin diameter allows for "play" in the bulkhead. The "pin/hole" alignment will be reviewed when the pull is set up for the December meet. FAST will review alignment findings in January and determine if obtaining tighter fitting pins is necessary.

b) EPIC Concession Stand

The EPIC concession stand will be ceasing operation at the end of the year. FAST needs to evaluate how this will impact the January meet. If a new vendor isn't selling concessions in the lobby, FAST will have an opportunity to generate income (and provide a service to swim families) by offering food, drinks, and snacks for sale. It is possible that "concessions" will need to be a volunteer job at the January meet.

c) Swimmers Attending Meets that FAST is NOT Attending as a Team



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Bill mentioned that FAST swimmers have been attending meets that are not meets that FAST is attending as a team. Bill understands there is occasionally a need and/or interest in attending meets other than team meets.

When attending meets FAST is not attending as a team, swimmers and parents should follow these guidelines:

- 1) Prior to the meet, the swimmer's coach should be notified that the swimmer will be participating in a meet the team is not planning to attend.
- 2) The parent/swimmer should get the swimmer's coach to fill out a "meet verification" form.
- 3) It is the parents/swimmers responsibility to contact the meet's entry chair to secure a spot in the meet. The parent/swimmer is solely responsible for submitting event information, best TIMES, and payment to the team hosting the meet. FAST coaches are NOT responsible for entering swimmers in meets the team is not attending.
- 4) At the meet, the swimmer must be overseen by an accredited coach during warm-ups. It is the parent/swimmer responsibility to find a coach to oversee the swimmer during warm-ups. This is generally not difficult, but it is a requirement to participate in the meet warm-up session.
- 5) The parent/swimmer must turn in the "meet verification" form to the meet entry chair.
- 6) When the meet is complete, it is the parent/swimmer responsibility to email the Zipped Meet Manager Results file to Evan Welting (evan@fortcollinsareaswimteam.org). The file is available on the CSI website in the top left hand corner of the screen of the results page for the meet.

d) FAST Team Records

Bill presented the board with a plan for the standardization of FAST team records, so they more closely coincide with the state records tracked by CSI. The board voted unanimously to accept the following plan:

There are no changes to the record categories for 11/12 & older swimmers.

For 10&U...CSI currently tracks the following for "state" SCY records. The LCM records are the same but without the 100 IM and the 400 meter free instead of 500.

50, 100, 200, 500 Free
50, 100 Back
50, 100 Fly
50, 100 Breast
100, 200 IM

FAST will be removing the following record categories for 10&U and 8&U swimmers: 1000 Free, 1650 Free, 200 Back, 200 Breast, 200 Fly, and 400 IM.

FAST will continue to track 8&U team SCY records for the 25 Free, Back, Breast, and Fly in addition to the 12 events tracked for 10&U.

e) Trophy Case

Lance will locate the key to the trophy case and then review all the items in the trophy case. Older items will potentially be replaced with some of the newer trophies earned by FAST. Anyone knowing the whereabouts of the trophy case key should contact Lance at lholter@q.com.



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f) Heat Sheets at December Meet

In an effort to be “greener,” reduce cost for parents, and reduce printing costs, FAST will be trying something new with heat sheets at the December meet. FAST will NOT be producing a full meet program. Instead, a psych sheet will be posted online prior to the start of the meet. At the meet, heat sheets will be offered on a session by session basis for \$1.00. Randy and Lance are working out the details of exactly how the plan will be implemented. If the heat sheets work well for the December meet, the plan will be utilized at future FAST meets.

g) Next Meeting: Tuesday 7:30PM January 19th (Location TBD)

9) Adjournment

Motion to adjourn made by Bill Spahn and seconded by Rob Huey. Motion passed by unanimous approval. Meeting was adjourned at 10:05PM.