



**Gilroy Gators Swim Team**  
**Board Meeting – February 18, 2015**  
**GHS Library Conference Room 6:30p.m.**  
**Agenda**

**In Attendance:**

<b>Board Members</b>					
President, Brian Dauenhauer	X	Head Coach,			
Vice President, Bruce Gordon		Meet Director, Dave Foster			
Secretary, Michelle Kurzenknabe	late	Meet Director,			
Treasurer, Sharon Decker Co – Treasurer, Michelle Griffin	X	Ashleigh and Danielle	X		
Membership, Char Carnell	X				
Co-Membership, Candace Van Sambeek	X				
Volunteer Coordinator, Denise Brolin	X				
Volunteer Co- Cord., Anne Cooper					
Ways And Means, Kristen Reeder	X				
Coach Liaison, Jackie Stevenson	X				

**Notes taken by a number of people (Denise, Kristen and Michelle K)**

- 1) Meeting called to order at 6:35p by President, Brian Dauenhauer.**
- 2) Reading and approval of last meeting’s minutes.**

Minutes were read and reviewed. Motion to approve minutes was made by Denise Brolin after changes were made and second by Kristen Reeder.

**3) Status Reports**

**a) Membership Report - Char Carnell**

Char reported we are currently at 74 members – 13 minis; 10 yellow crocs; 10 green crocs; 19 swamp monsters, 12 caimans, 6 juniors and 4 seniors. We also have 14 master swimmers registered.

**b) Volunteer Coordinator Report - Denise Brolin**

Denise reported that general hours are not updated for January yet. Should be done soon. Also reported that we still have many volunteer slots open for our meet this weekend. Will see what happens over the next couple of

days. Will send out another email encouraging families to sign up for month than one shift and let them know an extra shift will go towards general volunteer hours. Confirmed items board members will bring for hospitality.

**c) Treasurer Report - Michelle Griffin and Sharon Decker**

Michelle Griffin stated she is looking into changing to our bank account to Rabbo Bank...just need more time.

Denise Brolin informed the board that during the most recent grant application process, it came to her attention that our Non Profit Tax Returns had not been filed for two years. We are in jeopardy of losing our tax exempt status if we go three years without filing. Mark Garrison recommended a new CPA..Ed Chang. Michelle Griffin is going to reach out to our current CPA, Lily Kawafuchi one more time before change is considered.

JD Higginbotham asked about our budget process and recommended we have a three year forecast. Kristen explained our process.

Treasurer's report was given and reviewed by board and membership. Motion to approve report was made by Denise Brolin and second by Kristen Reeder. Motion passed.

**d) Ways & Means Report - Kristen Reeder**

The ad campaign raised \$2,650:

Reeder - Anthony Fuccella, Cool Pool Pix, \$550 corporate sponsorship

Reeder - Michael E. McKeever, DDS, \$550 corporate sponsorship (14th year!)

Reeder - Richard R. Gallagher, DDS, \$650 corporate sponsorship (14th year!)

Truong-Tang - Tommy Tong, DDS, \$125 ad (14th year!)

Southard - Pacific Point Christian Schools, \$225 ad

Dauenhauer/Lopez - Gina Lopez Insurance and Financial Services, \$550 corporate sponsorship

How do we get more participation from members?

Thank you letters will be mailed this week. Working on something a bit nicer or maybe a card with our team photo on it.

Asked Denise to ask Jake to add the corporate sponsor links to the website.

Ordering a sports plaque for our corporate sponsors - "thank you for sponsoring since 2002..." with our team logo. Three of our sponsors will have sponsored us for 14 years!

Program - 5 pages of ads will appear in the meet programs for hosted meets this year. Bought Sharpies and highlighters to sell along with the programs. Program will be \$4, with a highlighter \$5, Sharpies \$1. Programs will be sold at the team store. Sharon will get start up cash.

Anthony Fuccella, our newest corporate sponsor will be on deck Friday night to set up for photographing at the meet. We will get a percentage of his sales.

Kristen has requested donations for the swim meet from Nob Hill and Safeway.

Collette donation - can we donate to the family's health fund? What amount? \$500 agreed. Kristen will buy card and mail.

Will continue to send out the ad campaign letters to businesses that weren't contacted. Considering having fewer options - doing away with the Middle/Cover spots and only offering one rate for an ad anywhere in the program (at person running ad campaigns discretion). Mark suggested fitting all to one page for easier distribution. Kristen will do this and put it at the office and on the website.

Movie - Touch the Wall - company will not show it at Platinum Theater or Morgan Hill Cinelux - closest showing would be San Jose. Possible that we preorder it for April and do a showing at someone's house/back yard. Each group could have a turn. Brian suggested reserving the GHS theater. Kristen will look into it. Motion by Kristen: We buy the DVD, Char seconded. Only to be used as a team activity, not as a fundraiser.

#### **e) Coach Liaison - Jackie Stevenson**

Coaches meeting was Monday night. Substitute procedures discussed. Need a list of people who would be able to cover from time to time. Right now, the coaches will call each other and see if they can cover for each other. Meagan, can she be used as sub? Christina Collette? Dainelle will talk to Brittany to talk to Christina Collette to see if she would be interested. She is local at Gav. She might be a possibility. Ashleigh will reach out to Jacob to see if he is interested in getting certified. Chad and Martin need to finish getting certified. Kristen reached out to old coaches, Jaime and Diane but has not heard back from them. Danielle will talk to Jaime and Diane as she still has contact with at least one of them. Char to check with Francisca and see if she is available now or for the summer. Candace will get certified as a backup.

Ashleigh's leave begins March 24th.

Can Brittany have a key? Do we have another key to give her since we probably cannot get another key from the district. Discussion that she doesn't need one as HS swimming pool is open and is difficult to get keys from district.

Melissa now has a key to the container but not the cabinet.

Time clock - THEY LOVE IT

Melissa is forgetting to clock in but Michelle G is "watching her" and checking her in if she isn't doing it herself.

Parent meetings - every other month except Danielle who says every month.

Rotating coaches between the groups. Tabled at this time as needs more discussion. Maybe once a month or every other week.

Transition time for swimmers - Doing it when it is needed or as the schedule has been set? April and October is currently the set times for transitioning swimmers. Maybe move the October to September, that way it is more truly in the season but appears coaches still like the twice a year movement. Always exceptions to the rules but when parents see that one swimmer is begin treated differently it can cause problems. Coaches will discuss more but have decided that for now, with will next move swimmers up in April and re-discuss what will occur after.

Attendance incentives - All doing great with Melissa and Ashleigh's group. Danielle is going to work on coming up with hers as it was different for Martine's old groups.

Clinic? April during Spring Break? Was historically a big influx on the lower end of the team. It should be after Far Westerns so our swimmers were not missing any practice as the older swimmers usually help. Can bring in a lot of money. The week of April 20th and start May 4th if they are joining? Flyer would be needed to be ready and into the schools five weeks in advance for approval. Coaches to set a cap on what they are comfortable coaching per group so we know the influx we can handle. Ashleigh is NOT currently at capacity and it would most likely be her groups that would take on these new swimmers.

Equipment needs have been taken care of.

Another swim meet for April or May? Memorial Day weekend was very hard last year and a lot of work for the coaches due to the way the meet is set up. There is another meet during this time but it is an Invitational only meet and we are not sure of if we will be invited. There is another one on Mothers Day. Travel to Vallejo or Stockton?

#### **4) Committee Reports**

**a) Bylaws - Denise** - have not met further. Tabled

**b) Hiring** - Bruce but given by Brian

Coaching hiring: Two ads out, one for head coach and one for assistant coach. Ashleigh would like to be included in coaches interviews, especially since they would be covering her group while she is gone. We have looked into one coach several locations concept and Brian has talked to some teams about that. One coach that was previously recommended, research was conducted and don't feel comfortable with moving forward with that person. Brian talked to a few of this coaches past employers and there was negative information. Brian also talked to some of the coaches swimmers and still some negative information there. JD would like to know more specifics and Brian said that can be talked about "off line". Contact was made with another coach for the same concept idea. Idea not tabled but it is going to take time. Coaches we have talked to said that they would never leave their current swimmers until after end of season any ways. Bruce is the person in charge of this. Lisa Filice suggested using Linkedin as there is a swimming section there and you can place ads for free. PAC Swim and USA Swimming are currently where the ads are placed.

**c) Team Store** - Candace

Looks like credit card slips are working well. Meet this weekend, we will be good for goggles. We only have five caps left, they were ordered January 27th but we still have not received them. We should have 150 coming soon but unknown when.

## **OLD BUSINESS:**

### **5) On line time Clock**

They can log sick time too. Michelle G is still working through this. Will probably see an increase in pay for coaches as they tend to leave later than they were previously marking down. There is only one administrator but Michelle G and Sharon will share log in etc so they can both work on it. Hopefully they can just print out a copy of the report for June.

**6) Swim Meet** - Everything in place. 427 swimmers signed up over two days. \$11,940 in entry fees. Time line currently 4:00 ish on Saturday 2:30 on Sunday.

## **NEW BUSINESS:**

### **7) Swim Clinic**

Discussion of history of clinic and the influx it usually brings in. Discussed during Coaches report (see above)

### **8) Open Discussion**

Goodie bags for JO and Far Western Swimmers? Team parent needed to make up baggies.

Technical binder - going to be given to Bruce to determine getting rid of and consolidating phone number etc. Buying a new ipad or something to allow coaches to take attendance.

**9) Regular meeting adjourned - 9:35**