SCSC Board of Directors Meeting

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| Minutes | March 14, 2018 |  |  |

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| Meeting called by Niko Meadors | At 6:05pm |
| Board of Directors |  |
| John Mullen | Attended |
| Niko Meadors, secretary | Attended |
| kimberly hawk, treasurer | Attended |
| arms yongyuth | Absent |
| john bitter, CEO & head coach | Attended |
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## Agenda topics

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| **6:06PM** | **minutes from previous meeting** | **Niko meadors** |

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| Discussion | Approved last meeting minutes by board | | | |
| |  |  |  | | --- | --- | --- | | **6:07PM** | **Introduction of new board member** | **john bitter** |  |  |  | | --- | --- | | Discussion | Dr. John Mullen Introduction | | | | | |
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| **6:12PM** | | **Head Coach/ CEO report** | **John Bitter** |

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| Discussion | 1. Increased coach education, now all up to date, safe sport certified all coaches 2. Have worked to increase educational opportunities for all coaches this year.  We reviewed and tested all competitive coaches on Best Practices for Safe Sport during February. SCSC-Monterey Bay, we acquired this club in September of 2017.  Membership numbers hover around 100 currently.  We have hired a former SCSC swimmer, Elise Locke to become the site director and run the learn-to-swim program for us. The primary programming for our Monterey site is run out of MPC.  At the Pacific Grove site, Mark Temple is the Senior coach and runs the older group here.  In the Fall, he has established a relationship with the elementary schools close to PGHS and he runs the 5th grade PE class 2 times a week and this serves as a good source of revenue for this site within our program. 3. Staff is stabilized at SCSC, we have life insurance for the staff now and that has made a big difference, improving retention. 4. Have added an incentive program for meet success at the higher level meets for our coaching staff.  Incentives are monetary bonuses added to their paycheck. Each year JB does a performance base evaluation of all staff and from this evaluation, performance bonuses are distributed.  Bonuses can be as high as 105% of base salary and in some cases above that if performance metrics justify.  This past year was able to elevate the majority of lead staff through a minimum COLA increase to base salary.  JB will be doing my staff evaluations during the middle of May into June, with the goal of solidifying staff (who is staying, who may be leaving) well before the start of the new. 5. In 2017, The employment handbook was updated. 6. Morgan Hill is stabilized. Milpitas is doing great. Water polo will start. Site director is multitasking roles, coaching swim, and water polo and has only 1 assistant coach. 7. We will be doing our own internal coaches clinic this Fall in Monterey, as opposed to sending four coaches to ASCA, as we have done each year.  With the growth of the club and the many sites, we feel this will be a better use of our time and monies and also an opportunity for all of the staff to socialize and better know each other off the deck. 8. April- all member meeting in the library will do 2 times a year, communications, registrations, different roles and questions. 9. Far Westerns this year and next year at ISC. John entered FW entries. Next FW at SCSC should bring in approx. $35K. 10. Futures will be here in the summer. 11. Green Meadows is renovating their pool and we are assisting them with fundraising. 12. New pool project is still ongoing with the city.  The City Council is currently going through the process, with the aid of consulting companies, as to the best strategy to fund, maintain, and build this project.  The goal is to present a bond referendum to the voters in November 2018.  This bond referendum will be far reaching in its aims, but the creation of a new Haines Swim Center will be a part of the overall scope of improvements the city wants to make happen. 13. Next year we are going to start our raffle at the intra-squad meet in September.  We have seen a growth in the success of this fund raiser and we will be running from September to August next year with quarterly cash prizes, prizes for swimmer to earn, etc. |
| Action Items |  |
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| **6:39PM** | **Treasurer report** | **kimberly hawk** |

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| Discussion | * 2017 actuals are being finalized * Budget for 2018 from 2017 will increase with increase in expenses. |
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| **6:50pm** | **Open issues** | **All** |

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| Discussion | * John-COR is going to do some injury screenings for the higher level groups and will post it online for sign up and signed waiver. Will be an opportunity for kids to evaluate injuries. * Trying to get our brand out there, Santa Clara Morgan Hills, Santa Clara Milpitas, Santa Clara Monterey Bay. |
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| Action item | * Next BOD meetings on May 9th and July 11th 2018. |
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| Special notes | Meeting Adjourned 7pm  Closed executive session 7:02pm Review of 2017 performance bonus results  Niko send out bonus template to Kim to include 2017 Revenue# for Club  Niko to send out tentative draft template for 2018 |