

## DRAFT

### **MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF NORTH JEFFCO SWIM TEAM**

#### **HELD:**

This regular meeting of the Board was held on Tuesday, September 11, 2007, at 7:00 p.m. at the Meyers pool.

#### **ATTENDANCE:**

The directors in attendance were Carmen Babcock, Dawn Fredette, Jeff Geist, Ronnie May, Mitch Menezes, Cindy Pacheco, Brett Stoyell and Stephanie Urbanowicz. Bob Roybal was absent.

Also present was Evelyn Brown, team Business Manager.

#### **CALL TO ORDER:**

As a quorum was present, the meeting was called to order.

#### **APPROVAL OF MINUTES:**

The Board approved the minutes from the regular Board Meeting held on Saturday, August 4, 2007.

#### **FINANCIALS**

The Board reviewed and discussed: (i) Profit and Loss Statements dated January through August 2007, January through September 11, 2006, August 2007 and August 2006; and (ii) Balance Sheets dated January through August 2007 and January through September 11, 2006. The 2007 statements only run through August, because the team is moving to a different computer software program for financial matters. Evelyn manually updated information through September 11, 2007 on the P&L Statement and the Balance Sheet. Based on the comparison of 2007 to 2006, it appears that the team is in a somewhat better financial position that it was at this time last year (by approximately \$10,000). The numbers included swimmer registration fees to date for the Fall trimester. Evelyn reported that we have 116 registered swimmers, but more are in the water. Based on the way things worked out last year, Evelyn expects to

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continue to receive swimmer registration fees for about the next month.

The Board tabled discussion of the budget and expects to circulate information and possibly meet during the week of September 17, 2007.

### **PRESIDENT'S REPORT**

- a. Annual Team Meeting – The Annual Team Meeting will be held on Friday, October 12, 2007, at 6:30 p.m. at the Apex Center.
- b. NJP&R Golf Tournament – Dawn mentioned that the District golf tournament would be held on Friday, September 14, 2007.
- c. NJST Fundraiser at Noodles & Company – Dawn reported that Ruth Carter has arranged to have a night for NJST at Noodles & Company. The team will need to select a date. Noodles will provide the team with 20% of the proceeds from all sales during a certain time period on the night of the week selected by the team (Sunday through Thursday).
- d. Hourly Employees – the Board discussed the past practice of not paying hourly employees an hourly wage for attending swim meets, but providing a per diem. The Board, at a previous meeting, determined that it would pay hourly wages to its hourly employees when they work at meets, including overtime where applicable. The Board discussed whether hourly employees being paid for working at meets should also receive per diem. As a reference point, the Board noted that the team practice with salaried employees is to pay a per diem, where appropriate, for working at meets. The Board discussed the fact that it is appropriate to pay salaried employees a per diem for working meets, when requested, because they are salaried and receive no additional compensation for attending meets. After further discussion and upon motion duly made, seconded and carried by unanimous vote, the Board determined that because hourly employees will be paid an hourly wage for working at swim meets, the team would not pay a per diem to hourly employees for working at meets. This does not alter the team practice of reimbursing all employees for travel expenses. The Board also confirmed that the team practice and policy is, and has been, for the work week to run from Sunday through Saturday.

### **EMPLOYEE SALARIES**

In a closed session, the Board discussed whether employee salaries should be increased, in particular for those who have not had a raise in a few years. The Board reached some preliminary conclusions, but needs to see an updated budget to make final determinations. The Board anticipates having the budget during the week of September 17, 2007, for that discussion.

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### **DIRECTOR ITEMS**

1. Treasurer's Report (Ronnie May). Ronnie presented the updated Bylaws for questions and comments. After discussion and upon motion duly made and seconded, the Board approved (7 in favor; 1 against) the modified Bylaws of North Jeffco Swim Team (Attachment 2). In addition, the Board reviewed and approved the following policies (Attachment 3):

- **NJST Automated Clearing House (ACH) Payment Policy** – the substance of the modified ACH policy were reviewed and approved at the Board Meeting held on June 4, 2007. The final written policy was approved at this meeting, but is effective as of June 4, 2007.
- **NJST High School Swimmer Discount Policy** - Effective September 11, 2007
- **NJST Other Activities Discount Policy** - Effective September 11, 2007
- **NJST Fee Payment Policy** - Effective September 11, 2007
- **NJST Past Due Invoice Statement (new swimmer)** – Effective September 11, 2007
- **NJST Past Due Invoice Statement (existing swimmer)** – this is the same policy that has been in effect since March 2004 and was reaffirmed by the Board.

The Board tabled discussion of the Fee Refund Policy.

2. Meet Director's Report (Cindy Pacheco). Cindy reported that the December Meet will have the same format as last year, although Brett commented that we would tighten up the qualifying times to reduce the numbers in attendance to a more manageable level. There was discussion about keeping the surcharge from this meet (should the meet be a CSI sponsored meet or not? If it is a CSI sponsored meet, does CSI keep the surcharge or the team?).

Cindy stated that she wants the NJST meet entries one week ahead of the due date for all other team entries.

Cindy reported that she would be at the Meyers pool on Tuesday and Wednesday evenings from 5:45 – 6:30 p.m. to handle the King Soopers script. This time period covers all the practice groups. She will send out a notice to the team.

3. Fundraising (Stephanie Urbanowicz). Stephanie will contact Jennifer Cohen regarding the expanded script program to discuss its status and how to proceed with it.

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### **COACHES' REPORTS**

1. Brett's Report. Brett's report is Attachment 4. In addition to his written report, Brett reported on a possible approach for growing the team. The Broomfield Barracudas Swim Club (BBSC) is looking for a head coach and has a history of difficulty developing swimmers past age 12. Brett approached BBSC and had a conversation about some manner of combination between BBSC and NJST. Brett, Carmen and Ronnie worked on a written proposal to BBSC (reviewed and concurred with by other Executive Committee members, Dawn Fredette and Mitch Menezes). The proposal outlines a growth plan that would have the BBSC swimmers become registered swimmers with NJST (leaving the BBSC legal entity to be left dormant or dissolved). The larger NJST would conduct training at the Meyers pool and the two pools used by BBSC. If sufficient BBSC swimmers join NJST, NJST will be in a position to hire the BBSC coaches. Brett would supervise the senior training program based at the Meyers pool. Carmen would supervise the age group training program which would be conducted at the Meyers pool and the two pools currently used by BBSC. The Board discussed the proposal and upon motion duly made, seconded and carried by unanimous approved, the Board determined that a proposal should go over to BBSC on Wednesday, September 12, 2007. The proposal would be finalized by Ronnie, Carmen, Brett, Dawn and Mitch.

2. Carmen's Report. Carmen's report is Attachment 5.

3. Ashley's Report. Ashley's report is Attachment 6. Ashley reported that he is planning to offer the Orange group one extra practice (in the morning) during the week, for those who would like it. There will be an additional charge. The Board commented that we would like to insure that the incremental fee covers the expense associated with the additional weekly practice session. Ashley may decide to have the White group spend less time in the water, but use that time for other training. He reported that for this age group, less time in the water would be appropriate.

### **Action Items Captured from these Minutes:**

- 1. Evelyn to provide a budget during the week of September 17, 2007.**
- 2. The Board to discuss salary treatment during the week of September 17, 2007.**
- 3. Brett to determine whether the December Meet will be a CSI sponsored meet. The question to clarify is whether NJST keeps the surcharge if the meet is CSI sponsored.**
- 4. Finalize and transmit proposal to the Broomfield Barracudas Swim Club.**

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**ADJOURNMENT:**

There being no further business to come before the Board of Directors at this time and upon motion duly made, seconded and unanimously carried, the meeting was adjourned.

The foregoing minutes constitute a true and correct copy of the minutes of the above-referenced meeting and were approved by the Board of Directors of the North Jeffco Swim Team.

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Secretary of the NJST Board

Attachments:

1. Agenda
2. NJST Bylaws
3. NJST Policies
4. Coach Brett Stoyell's Report
5. Coach Carmen Babcock's Report
6. Coach Ashley Strickland's Report

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### **Attachment 1**

#### **AGENDA**

#### **NJST Board of Directors Monthly Meeting**

Date: Tuesday, September 11, 2007

Time 7:00 p.m.

Location: Meyers Pool  
7900 Carr Drive  
Arvada, CO 80005

1. Call to Order
2. Approval of Minutes
3. Financials/Budget – Evelyn
  - a. Financial reports
  - b. Budget status
    - review salaries (excuse coaches/staff as needed)
4. President's Report
  - a. Annual team meeting
  - b. NJP&R golf tournament
  - c. NJST fundraiser at Noodles & Co.
  - d. Hourly employees' back pay
5. Director Reports
  - a. Ronnie: Bylaws/policies
    - (i) Ratify, effective retroactively as of August 4, 2007, revised ACH Agreement and ACH Policy
    - (ii) Approve additional revised team policies
    - (iii) Approval and adoption of the Amended and Restated Bylaws
  - b. Mitch
  - c. Stephanie
  - d. Bob
  - e. Jeff
  - f. Meet Director
    - (i) December meet
6. Coaches' Reports
  - a. Brett
    - (i) Team expansion
  - b. Carmen
  - c. Ashley
7. Past/Ongoing Items:
  - a. Board openings (3)
  - b. NJP&R Community Cleanup Day – reschedule a day for NJST only?
8. New Business
9. Other Business
10. Adjournment

**Attachment 2**  
**AMENDED AND RESTATED**  
**BYLAWS OF NORTH JEFFCO SWIM TEAM**

**ARTICLE I**  
**NAME AND LOCATION**

The name of the corporation is North Jeffco Swim Team. The Team shall have and continuously maintain in the State of Colorado a registered office, and a registered agent whose office is identical with such registered office, as required by the Act. The address of the registered office may be changed from time to time by the Team as long as the proper filings are made with the Colorado Secretary of State. The principal office of the Team shall be the same as the address of its Secretary and the mailing address of the Team is Post Office Box 746396, Arvada, Colorado 80006.

**ARTICLE II**  
**PURPOSE**

The Team does not contemplate pecuniary gain or profit to the Members thereof, and its principal purpose is to administer the affairs of the Team. The Team will operate as a year-around competitive swimming program which will enable the youth of the Team to progress from learn-to-swim programs into competitive swimming at the local, state and/or national levels in accordance with their respective abilities and desires. The Team will also engage in activities which are related to the furtherance of its principal purpose.

**ARTICLE III**  
**OBJECTIVES**

Section 1: The Team shall strive for the improvement and promotion of competitive swimming in accordance with the swimming programs of United States Swimming, Inc. and, in particular, Colorado Swimming, Inc.

Section 2: The Team shall strive for the establishment and maintenance of a competitive swimming program that promotes good sportsmanship, physical and mental conditioning for competitive swimming, and team spirit.

Section 3: The Team shall strive to develop competitive swimmers for their respective mental, physical, and emotional betterment.

**ARTICLE IV**  
**DEFINITIONS**

Section 1: "Act" shall mean and refer to the Colorado Revised Nonprofit Corporation Act and any successor law thereto.

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Section 2: "Board" shall mean and refer to the Team's Board of Directors.

Section 3: "Member" shall mean and refer to (a) a family group, (b) a young adult, or (c) each of the Head Coach and the Head Age Group Coach, entitled to membership in the Team as more fully set forth in Article V.

Section 4: "Member in Good Standing" shall mean and refer to an individual over the age of 18 years of age of a Member, which Member, at the time in question, has paid all dues and fees then owing. As prescribed in various Sections of these Bylaws, entitlement to vote on all Member actions, and the determination of quorums, are based on Members in Good Standing.

Section 5: "Team" shall mean and refer to North Jeffco Swim Team and its successors and assigns.

Section 6: "Team Swimmer" shall mean and refer to a Member's child or ward who is participating in the Team's swimming program.

## **ARTICLE V MEMBERSHIP**

Section 1: Eligibility. The Team shall have three classes of Members: (a) family groups (parent(s)-child(ren) or guardian(s)-child(ren)), (b) young adults, at least eighteen years of age, who join the Team in their own right, and (c) the Head Coach and the Head Age Group Coach. Except as otherwise noted in these Bylaws, all Members shall have the same rights and obligations. Any family group or young adult is eligible to apply to be a Member of the Team. The Board may, by majority vote, deny membership to any family group or young adult applicant. Each of the Head Coach and Head Age Group Coach shall be deemed to be Members in Good Standing, without the payment of any dues or fees, as long as he or she is employed by the Team as Head Coach or Head Age Group Coach. Membership in the Team is not transferable or assignable.

Section 2: Status of a Team Swimmer. A child or ward of a Member or a young adult Member may obtain Team Swimmer status by demonstrating his or her swimming ability to the satisfaction of the coach of the swim practice group in which such Team Swimmer is to be placed. All Team Swimmers shall be attached to the Team in accordance with United States Swimming, Inc. regulations.

Section 3: Termination of a Team Swimmer Status. If the conduct of any Team Swimmer shall be found detrimental to the best interest of the Team, the Board may request his or her resignation or suspend or terminate his or her status as a Team Swimmer in accordance with such Team Swimmer Termination policies as may be adopted by the Board from time to time.

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Section 4: Termination of a Membership. A membership may be terminated in one of three ways.

(a) A Member may resign by submitting written notice to the Team but such resignation shall not relieve such Member of the obligation to pay any unpaid dues, fees, or other amounts due to the Team at the time of such resignation.

(b) If any Member shall fail to pay such Member's dues and fees, as more fully explained in Article XIV, the Board may suspend or terminate such Member's membership.

(c) Membership may be otherwise terminated in accordance with such Membership Termination policies as may be adopted by the Board from time to time.

Section 5: Reinstatement. A Team Swimmer status or a membership status that has been suspended or terminated may be reinstated by the Board upon approval of the Member's written request, upon such terms as the Board may deem appropriate.

Section 6: Privileges of Membership. A Member in Good Standing may hold office and may make motions, debate and vote in Team affairs at meetings of the Members in accordance with the applicable requirements for such actions as set forth in these Bylaws.

Section 7: Number of Votes. Each Member in Good Standing is entitled to only one vote on each matter submitted to a vote of the Members irrespective of the number of Team Swimmers comprising that membership.

**ARTICLE VI  
MEETING OF MEMBERS**

Section 1: Annual Meetings. A regular annual meeting of the Members shall be held during September (or such other month as the Board may determine) of each year. At this meeting, the Members in Good Standing shall elect Board members, approve an annual budget, and transact such other business as may come before the Members at such meeting.

Section 2: Special Meetings. Special meetings of the Members may be called at any time by the President, by the Board, or upon a signed and dated written request, stating the purpose(s) of such meeting, from not less than one-fourth of the Members in Good Standing.

Section 3: Notice of Meetings; Record Date. Written notices of each meeting of the Members shall be given by, or at the direction of, the Secretary or person authorized to call the meeting and delivered personally, by mail, or by email to each Member not less than 10 nor more than 60 days before the date of such meeting. Notice shall be effective at the earliest of: (a) the date received, if given in person or via email, or (b) five days after its deposit in the United States mail, as evidenced by the postmark, if mailed correctly addressed and with first class postage affixed.

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Such notice shall specify the place, day and hour of the meeting and, in the case of a special meeting, the purpose(s) of the meeting. Notices of regular annual meetings shall include a description of any matters to be considered at such meeting if such matters must be approved by the Members in Good Standing or if the approval of the Members in Good Standing will be sought for the following: conflict of interest transactions, indemnification of a Director, amendment of Articles of Incorporation or Bylaws, merger, sale of property other than in the regular course of business, or dissolution of the Team. When giving notice of an annual, regular, or special meeting of Members, the Team shall give notice of a matter a Member intends to raise at the meeting if (i) the Team is requested in writing to do so by a person entitled to call a special meeting, and (ii) the request is received by the Secretary or President at least 10 days before the Team gives notice of the meeting.

Section 4: Quorum. One-tenth of the Members in Good Standing shall constitute a quorum for any action except as otherwise provided in these Bylaws. If, however, such a quorum shall not be present or represented at any meeting, a majority of the Members in Good Standing there present shall have the power to adjourn the meeting, without notice other than announcement at the meeting, until such a quorum shall be present or be represented.

Section 5: Manner of Acting; Proxies. A majority of the votes entitled to be cast on a matter to be voted upon by Members in Good Standing, for which a quorum is present, shall be necessary for the adoption thereof unless a greater portion is required by law or these Bylaws. At any meeting of Members, a Member in Good Standing entitled to vote may vote by proxy in accordance with the Act.

Section 6: Informal Actions and Written Ballots. Any action which may be taken at a meeting of Members may be taken without a meeting in accordance with provisions of the Act. A vote on any action which may be taken at a meeting of Members may be taken without a meeting and by written ballot in accordance with provisions of the Act. Only Members in Good Standing as of the record date for such actions, as shown on a roster prepared at the direction of the Secretary, shall be entitled to vote by informal action or written ballot.

Section 7: Record Date; Roster of Members in Good Standing. The record date by which the Team may determine which Members are entitled to notice of meetings and which Members in Good Standing are entitled to vote on matters shall be set by the Board but such date may not be more than 70 days before the meeting or action date. The Secretary shall cause a roster listing all Members and all Members in Good Standing as of the record date to be prepared immediately prior to each Member meeting and kept at such meeting.

## **ARTICLE VII BOARD OF DIRECTORS: TERM OF OFFICE & COMMITTEES**

Section 1: Number. The Board, made up of nine Directors, shall manage the affairs of the Team. Six of the Directors, who shall be elected at-large, must have been Members of the Team for not less than one year and must be Members in Good Standing as of the record date for such

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election. The seventh Director's position shall be a standing position which is automatically held by the Member in Good Standing who holds the Meet Director's position. The remaining two Director positions shall be standing positions which will be automatically held by the Head Coach and the Head Age Group Coach. The Team shall strive for representation from each practice squad in filling the six elected Director positions.

Section 2: Term of Office. The term of office for the six elected Directors shall be two years, with three elected on even numbered years and three elected on odd numbered years. The three standing Director positions shall be held automatically by the then-acting Meet Director, Head Coach, and Head Age Group Coach for so long as such person fills such position.

Section 3: Removal; Vacancies. Any of the six elected Directors may be removed from the Board, for cause only, by a vote of the Members in Good Standing in accordance with the Act. A Director may be so removed only if the number of votes cast to remove the Director would be sufficient to elect the Director at a meeting called for the purpose of electing Directors. In the event of death, resignation or removal of an elected Director, such Director's successor shall be selected by a majority vote of all remaining Directors, and shall serve for the unexpired term of his or her predecessor.

Section 4: Compensation. No Director shall receive, directly or indirectly, any salary, compensation or emolument from the Team; provided, however, that any Director may be reimbursed for his or her actual expenses incurred in the performance of his or her duties as a Director and any Director may receive reasonable set compensation solely in such individual's capacity as an employee or independent contractor of the Team for services actually rendered.

Section 5: Consecutive Terms. The same individual of a Member may not be on the Board for more than two consecutive two-year terms, except (a) for the Members holding the Meet Director's position, the Head Coach, and the Head Age Group Coach, who shall not be so limited, and (b) that the time served by any Member who is appointed by the Board to fill a Director's seat vacancy shall not count towards such Member's two consecutive two-year term limit.

## **ARTICLE VIII NOMINATION AND ELECTION OF DIRECTORS**

Section 1: Nomination. Nominations for election to the Board may be made by a Nominating Committee, if the Board appoints such a committee, and may also be made by the Board or by individual Members prior to or from the floor at the annual regular meeting of Members. Only Members fulfilling the requirements set forth in Article VII, Section 1, shall be eligible for nomination.

Section 2: Election. At the annual election of Directors, each Member in Good Standing may cast one vote for each director seat to be filled. Cumulative voting is not permitted. That number of candidates equaling the number of directors to be elected, having the highest number

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of votes cast in favor of their election, shall be elected to the board of directors; provided, however, that if there are only the same number of nominees as there are seats to be filled, no Member vote shall be required and all nominees shall be deemed elected. If a Member vote is required, election shall be by secret written ballot which shall list the slate of candidates.

### **ARTICLE IX MEETINGS OF DIRECTORS**

Section 1: Regular Meetings. A regular meeting of the Board shall be held, without other notice than these Bylaws, immediately after and at the same place as the annual regular meeting of the Members. Additional regular meetings of the Board shall be held monthly, or at such other interval as the Board may from time to time determine, at such place and hour as may be fixed from time to time by resolution of the Board. Notice of such additional meetings, stating the place, date, and hour of the meeting, shall be given to each Director at least two days' prior to the meeting either in person, by telephone, or by email.

Section 2: Special Meetings. Special meetings of the Board shall be held when called by the President or by any three Directors. Notice of such special meetings, stating the place, date, and hour of the meeting, shall be given to each Director at least two days' prior to the meeting either in person, by telephone, or by email.

Section 3: Quorum. A majority of the full Board shall constitute a quorum for the transaction of business. If less than a majority of Directors is present at a meeting, a majority of the Directors present may adjourn the meeting without further notice.

Section 4: Manner of Acting; Proxies. Every act or decision done or made, after a quorum exists, shall be by a majority of the Directors present or otherwise taking such action except when a greater number is required by the Act or by these Bylaws. At any meeting of Directors, a Director entitled to vote may vote by proxy in accordance with the Act.

Section 5: Meetings by Telephone. The Board and any committee may hold meetings by means of conference telephone or similar communications equipment provided that all persons so participating in such meeting can hear each other at the same time.

Section 6: Informal Actions. Any action which may be taken at a meeting of Directors may be taken without a meeting if each and every Director in writing either (a) votes for such action, or (b) (i) votes against such action or abstains from voting, and (ii) waives the right to demand that action not be taken without a meeting. Action is taken under this Section only if the affirmative vote for such action equals or exceeds the minimum votes that would be necessary to take such action at a meeting at which all of the Director then in office were present and voted. No action taken pursuant to this Section shall be effective unless writings describing the action taken and otherwise satisfying the requirements of this Section, signed by all Directors and not revoked as permitted by the Act, are received by the Team. Any such writing may be received by the Team by electronically transmitted facsimile or other form of wire or wireless communication

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providing the Team with a complete copy of the document, including a copy of the Director's signature on the document. Action taken pursuant to this Section shall be effective when the last writing necessary to effect the action is received by the Team unless the writings describing the action taken state a different effective date. Action taken pursuant to this Section has the same effect as action taken at a meeting of Directors. All signed written instruments necessary for any action taken pursuant to this Section shall be filed with the minutes of the meetings of the Board.

**ARTICLE X  
POWERS AND DUTIES OF THE BOARD OF DIRECTORS**

Section 1: Powers. The Board shall have the power to:

- (a) Prescribe, within the stated purpose of the Team as set forth in these Bylaws, the scope of activities of the Team and adopt and publish rules and regulations pertaining thereto. Said rules and regulations must have the affirmative vote of a majority of the Board members present at a meeting, where a quorum exists, to become effective;
- (b) Suspend the voting rights of a Member and the right of that Member's Team Swimmer(s) to participate in the swimming program of the Team during the period in which such Member shall be in default in the payment of the dues and fees levied by the Team;
- (c) Exercise all powers, duties and authority vested in or delegated to the Board and not reserved to the membership by other provisions of these Bylaws;
- (d) Declare the office of a member of the Board to be vacant in the event such Director shall be absent without being excused from three consecutive regular meetings of the Board;
- (e) Employ and terminate a Head Coach and a Head Age Group Coach and, with input and guidance from the Head Coach and Head Age Group Coach, other Team coaches, and such other employees as it deems necessary and to prescribe their duties and remuneration; and
- (f) Take all other actions which the Team has power to undertake as specified in the Act. No legally adopted rules or regulations or other decisions of the Board may be reversed by the Members except by a majority vote of all Members in Good Standing at a special meeting called for such purpose.

Section 2: Duties. It shall be the duty of the Board of Directors to, or to direct by Board resolution the appropriate officer or Team employee to:

- (a) Keep a complete record of all its acts and Team affairs and to present a statement thereof to the Members at the annual regular meeting of the Members, or at any special meeting when such a statement is requested in writing by one-fourth of the Members in Good Standing;

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- (b) Negotiate agreements for pool facilities and other services as may from time-to-time become necessary or desirable for the Team;
- (c) Receive, investigate and take appropriate actions on grievances and complaints expressed in writing by Members, the Head Coach, the Head Age Group Coach, the provider(s) of pool facilities, and others;
- (d) Supervise all agents and paid or volunteer employees of the Team, and see that their duties are properly performed;
- (e) Fix the amount of and collect fees and monthly or periodic dues;
- (f) If it deems appropriate, cause all officers or employees having fiscal responsibilities to be bonded;
- (g) Secure appropriate insurance;
- (h) Supervise or designate one or more Members to act as Meet Director and supervise Team activities including the organization and conduct of swim meets; and
- (i) Perform or cause to be performed all other duties as may be required in furtherance of the purpose and objectives of the Team.

## **ARTICLE XI OFFICERS AND THEIR DUTIES**

Section 1: Enumeration of Officers. The officers of the Team shall be a President, a Vice President, a Secretary and a Treasurer, each of whom shall at all times be Directors and together which shall constitute the Executive Committee, and such other officers as the Board may from time to time by resolution appoint.

Section 2: Special Appointments. The Board may elect such other officers as the affairs of the Team may require, each of whom shall hold office for such period, have such authority, and perform such duties as the Board may, from time to time, determine.

Section 3: Multiple Offices. A person may, in the Board's discretion, simultaneously hold more than one of the offices enumerated in Section 1 of this Article.

Section 4: Officers Election and Term. The Directors shall elect the standing officers annually at the Board meeting held immediately after the annual regular Members meeting or as soon thereafter as reasonably possible. New offices and special appointments may be created and filled at any meeting of the Board

Section 5: Duties. The duties of the officers are as follows.

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(a) President. The President shall serve as the Chief Executive Officer; preside at all meetings of the Board; see that orders and resolutions of the Board are carried out; sign all written instruments; co-sign all promissory notes; and be an ex-officio member of all committees and chair the Executive Committee. Except as delegated to the Head Coach and/or Head Age Group Coach, the President shall also serve as the principal spokesperson for the Team in coordinating and communicating Team affairs.

(b) Vice President. The Vice President shall act in the place and stead of the President in the event of the President's absence, inability or refusal to act; receive, investigate or cause to be investigated as deemed necessary all grievances and complaints and report his or her findings and recommendations to the Board, and exercise and discharge such other duties as may be required of him or her by the Board.

(c) Secretary. The Secretary shall prepare and maintain minutes of the Directors' and Members' meetings and other non-financial records and information required to be kept by the Team under the Act; authenticate records of the Team; record the votes taken in all proceedings of the Board and of the Members; keep or direct the Team Manager to keep appropriate current records showing the Members, together with their addresses; supervise the establishment and maintenance of nonfinancial records on Team activities (excluding those records related to Team Swimmers' performance, which shall be kept by the coaches), and perform such other duties as required by the Board

(d) Treasurer. The Treasurer shall, or shall cause the Team Manager under the Treasurer's supervision to, receive and deposit to appropriate bank accounts all monies of the Team and disburse such funds as directed by the Board or the President; co-sign all checks and promissory notes; establish and maintain proper books of account; prepare an annual budget and a statement of income and expenditures to be presented to the Members at the annual regular Members' meeting; and cause an annual audit of the books to be made each fiscal year or an annual review by an Audit Committee of not less than three Members who, satisfied that the Treasurer's annual report is correct, shall sign a statement of that fact at the end of the review.

Section 6: Compensation. No officer shall receive, directly or indirectly, any salary, compensation or emolument from the Team; provided, however, that any officer may be reimbursed for his or her actual expenses incurred in the performance of his or her duties as an officer and any officer may receive reasonable set compensation solely in such individual's limited capacity as an employee or independent contractor of the Team for services actually rendered.

Section 7: Removal; Vacancies. Any officer elected or appointed by the Board may be removed by the Board at any time. A vacancy in any office because of death, resignation, removal, disqualification, or otherwise may be filled by the Board for the unexpired portion of the term.

## **ARTICLE XII**

**NJST BOARD OF DIRECTORS**

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**COMMITTEES**

Section 1: Executive Committee. The Executive Committee, made up of the President, the Vice President, the Secretary, and the Treasurer, shall conduct business necessary to sustain operation between the regular Board meetings.

Section 2: Other Committees. The Board may appoint other committees as deemed appropriate in carrying out its purposes. These may be either standing committees, such as the Executive Committee, or special committees, such as an Audit, Search, Communication, or Nominating committee.

Section 3: Committees of Directors. No committee shall have the authority of the Board in the management of the Team unless such committee meets all the requirements of a committee of directors as set forth in the Act.

Section 4: General. One member of each committee shall be appointed chairman by the persons authorized to appoint the members thereof. Vacancies in the membership of any committee may be filled by appointments made in the same manner as provided in the case of the original appointments. Unless otherwise provided in the resolution of the Board designating a committee, a majority of the whole committee shall constitute a quorum and the act of a majority of the members present at a meeting at which a quorum is present shall be the act of the committee. The same rules described in these Bylaws regarding meetings, action without meeting, and notice similarly apply to the committees.

**ARTICLE XIII  
BOOKS AND RECORDS**

The Team shall keep such corporate, accounting, and other records as are required by the Act and other applicable law. The books, records and papers of the Team shall be subject to inspection by Members in accordance with the provisions of the Act.

**ARTICLE XIV  
DUES, FEES, AND INCOME**

Section 1: Dues. Each Member is obligated to pay dues, as established by the Board, to the Team in order to maintain a status of Member in Good Standing. If dues are not paid within 10 days after the due date, the Member may be declared, at the discretion of the Board, a non-Member and the Team Swimmer(s) of said non-Member barred from participation in the swimming program of the Team. Dues once paid may be refunded in accordance with such Dues Refund policies as may be adopted by the Board from time to time.

Section 2: Amount of Dues. The amount of the dues shall be fixed by majority vote of the full Board. The Board shall be empowered to change the dues from time to time as it deems necessary but no more frequently than annually.

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Section 3: Fees. Each Team Swimmer is obligated to pay his or her swim meet entry fees to the Team in order to maintain a status of Member in Good Standing.

Section 4: Other Income. Income the Team shall receive from authorized activities, contributions, or donations shall be accounted for by the Treasurer.

Section 5: Swimmer Support Fund. The Team may, at the discretion of the Board, maintain a Swimmer Support Fund for each Member. Additions to this fund shall be a percent of amounts raised by the Member in various fund raising activities. These activities and the percent shall be determined by the Board. Disbursement of these funds will be made only upon written request of an adult of the Member, and only for expenses actually incurred and which relate to the purposes and objectives of the Team. The Team will require that each Member maintaining a Swimmer Support Fund fill out all paperwork necessary in order for the Team to comply with tax and other laws applicable to any such Swimmer Support Fund.

**ARTICLE XV  
EXPENDITURES**

Section 1: Primary Concerns. The Team shall provide for the necessary facilities, equipment, and manpower to carry out its swimming program.

Section 2: Additional Support. Within its resources, the Team may provide, at the discretion of the Board, financial assistance in sending its coach(es) to seminars, clinics and out-of-town meets.

Section 3: Authorization. Unless the Board delegates signature authority to other non-Board members, three signatures, consisting of the President, the Treasurer, and either the Team Manager or, if there is no Team Manager, then one other Director shall be on file at the financial institutions selected by the Board to disburse the funds of the Team. Two signatures are required on all checks.

**ARTICLE XVI  
INDEMNIFICATION OF OFFICERS, DIRECTORS, AGENTS, AND EMPLOYEES**

To the extent permitted by the Act and any other applicable law, the Board may, and to the extent required by the Act or any other applicable law, the Board shall, indemnify any Director, officer, employee, or agent, or former Director, officer, employee, or agent, of the Team against liability and expenses incurred in connection with the holding of such position.

**ARTICLE XVII  
AMENDMENTS**

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These Bylaws may be amended, at a regular or special meeting of the Board, by a vote of one-half of all Directors unless: (a) the Act or the Articles of Incorporation reserve such power exclusively to the Members in whole or in part, (b) such amendment would fix a lesser or greater quorum requirement or a greater voting requirement for Members, or (c) such amendment would result in a change of the rights, privileges, preferences, restrictions, or conditions of the membership class as to voting, dissolution, redemption, or transfer by changing those rights with respect to another class, all of which amendments may be made only by the Members. The Members may amend the Bylaws even though the Bylaws may also be amended by the Board. In order for the Members to amend the Bylaws, Members representing at least one-fourth of the Members in Good Standing may propose an amendment to the Bylaws. One-fourth of the Members in Good Standing shall constitute a quorum for taking action on any such proposed amendment to the Bylaws. A majority of the votes entitled to be cast on such proposed amendment to the Bylaws, for which a quorum is present, shall be necessary for the adoption thereof, except that any such amendment that adds, changes, or deletes a lesser or a greater quorum requirement or a greater voting requirement shall meet the foregoing quorum and voting requirements or the quorum and/or voting requirement proposed to be adopted, whichever is greater.

### **ARTICLE XVII MISCELLANEOUS**

Section 1: Conflicting Provisions. In the case of any conflict between these Bylaws and rules and regulations of the Board, the Bylaws shall control. In case of any conflict between these Bylaws and the Articles of Incorporation, the Articles shall control. In case of any conflict between the Bylaws and the laws of the State of Colorado or any other applicable law, the laws of the State of Colorado or such other applicable law shall control.

Section 2: Fiscal Year. The Team's fiscal year shall begin on the first day of September and end on the last day of August of every year.

*Amended and Restated effective as of September 11, 2007*

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### **Attachment 3**

#### **North Jeffco Swim Team Automated Clearing House (“ACH”) Payment Policy**

North Jeffco Swim Team (“NJST”) will accept pro-rata monthly payments for NJST swim fees via ACH upon the following terms and conditions:

- ACH authorization request forms are only accepted by NJST during either the September or May swim season enrollment periods.
- An ACH authorization submitted during the September swim season enrollment period will be valid until the end of the following May swim season unless terminated earlier as specified below. An ACH authorization submitted during the May swim season enrollment period will be valid until the end of that May swim season unless terminated earlier as specified below.
- ACH transactions will be processed on the 10<sup>th</sup> day of each month for the pro-rata dues owed for that month.
- Payment of any processing or similar fees imposed by banking institution(s) on an ACH transaction or failed ACH transaction will be the Member’s sole responsibility. If any such fee is charged to NJST, the amounts of such fees will be assessed against the authorized ACH account and automatically paid to NJST via an ACH payment.
- If an ACH payment is not received by NJST on the 10<sup>th</sup> day of the applicable month (whether because of lack of funds in the Member’s transferring bank account, closure of such bank account, or otherwise), the following provisions will apply:
  - o For the first such failed ACH transaction in any given swim year (September 1 – August 31), the Member must pay the amount of the missed ACH payment, together with any applicable fees imposed by the banking institution(s) as a result of the failed ACH payment, in cash to NJST within one week from the date NJST notifies the Member of the failed transaction.
  - o If a Member has a second failed ACH transaction during any given swim year (September 1 – August 31), NJST may immediately terminate the Member’s ACH account at the applicable banking institution(s). The Member must then pay the entire unpaid amount of NJST swim fees for the then-current swim season (short course or long course), together with any applicable fees imposed by the banking institution(s) as a result of the failed ACH payment and termination of the Member’s ACH account, in cash to NJST within 30 days from the date NJST notifies the Member of the second failed ACH transaction. Thereafter, the Member will not be eligible to use ACH payments for NJST swim fees and will be required to make all NJST swim fee payments in cash or by money order.
  - o If any of the cash payments required above are not received by NJST when due, NJST’s Fee Payment Policy provisions regarding late payments shall apply.
- A Member may terminate an existing ACH authorization by delivering a written ACH termination request to NJST. Any ACH termination that is made other than during the September or May swim season enrollment periods will be assessed a termination fee equal to one month’s ACH payment amount, together with any additional fees imposed by the banking institution(s) for early termination, and such fees will be assessed against the authorized ACH account and automatically paid to NJST via an ACH payment. No later than 30 days after such termination, the Member must pay the entire unpaid amount of NJST swim fees, if any, for the then-current swim season (short course or long course). If such payment is not received by NJST when due, NJST’s Fee Payment Policy provisions regarding late payments shall apply.

*Adopted by Board of Directors June 4, 2007*

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### **North Jeffco Swim Team High School Swimmer Discount Policy**

North Jeffco Swim Team (“NJST”) encourages its swimmers to participate with their High School Swim Team in addition to swimming with NJST. To foster this joint participation, NJST will adjust a swimmer’s practice fees during the high school swimming season as follows.

The women’s high school swim season overlaps with NJST’s fall (September) and winter (January) trimesters. NJST women who participate in high school swimming are entitled to a twelve and one-half percent discount off their practice fees for each of the fall and winter trimesters.

The men’s high school swim season falls entirely within NJST’s winter (January) trimester. NJST men who participate in high school swimming are entitled to a twenty-five percent discount off their practice fees for the winter trimester.

Any swimmer paying via ACH payments will have his or her discount distributed equally across the ACH payments due for the affected trimester(s).

The discount will apply only to swim practice fees (and shall not be applied to host team assessments, pool surcharges, meet entry fees, or any other fees or charges due to NJST).

This policy only applies to NJST swimmers who participate in high school swimming. This discount policy does not apply to any NJST swimmer participating in any other high school sport. Under this discount policy, the swimmer may practice up to twice a week with NJST during his or her respective high school swim season. The swimmer may practice as much as his or her coach requests for the remainder of the affected trimester(s). The swimmer may also participate in the full NJST practice schedule during his or her respective “no contact” period.

*Effective September 11, 2007 (replaces and supersedes North Jeffco Swim Team High School swimmer discount policy which was effective as of January 1, 2004)*

### **North Jeffco Swim Team Other Activities Discount Policy**

North Jeffco Swim Team (“NJST”) encourages all of the team swimmers to be active outside of the sport of swimming. However, in order to maintain NJST’s financial viability, NJST is unable to grant any swimmer a discount on swim practice fees due to missed practices as a result of participation in other activities. The only exception to this policy is for high school swimmers during the high school swimming season. This exception is clearly noted in the “North Jeffco Swim Team High School Swimmer Discount Policy.”

*Effective September 11, 2007 (replaces and supersedes North Jeffco Swim Team other activities discount policy which was effective as of January 1, 2004)*

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### **North Jeffco Swim Team Fee Payment Policy**

The North Jeffco Swim Team (“NJST”) invoices for swim practice fees on a trimester basis. Fees are due by the 10<sup>th</sup> day of the first month of each trimester. (The current NJST trimesters begin in September, January, and May). If swim practice fees are not received by the 15<sup>th</sup> of such month, NJST will send a past due notice to the Member. This notice will state that if the fees are not paid by the 30<sup>th</sup> of the month, the swimmer will not be allowed in the water until all fees are paid in full.

If a swimmer joins NJST after the beginning of a trimester, swim practice fees for that swimmer will be prorated for the remainder of that trimester and are due at the end of the swimmer’s one-week trial period. If fees are not paid at that time, NJST will send a past due notice to the Member. This notice will state that if fees are not paid within two weeks of the date of the notice, the swimmer will not be allowed in the water until all fees are paid in full.

Annual USA Swimming registration forms and fees are due at fall trimester registration or, for swimmers joining NJST later in the swim year, within one week of joining the team (unless the swimmer is transferring from another team and is already USA Swimming registered). If the USA Swimming registration and fee are not received by NJST within this timeframe, the swimmer may not be allowed in the water to practice until such time as his or her registration and fee are received.

Members are expected to promptly pay all other amounts owing to NJST (*e.g.*, meet entries, host team assessments, pool surcharges) when due. If a Member repeatedly fails to pay such amounts when due, NJST may take such action as it deems necessary in order to address such non-payments, including but not limited to (a) requiring that such Member pay amounts due in connection with a swim meet prior to the date of the swim meet, (b) not allowing the swimmer to participate in upcoming swim meets and/or register for the upcoming trimester until all past due amounts are paid in full, and (c) not allowing such Member’s swimmer(s) in the water for practice until all such amounts are paid in full.

After the second swim practice fee payment check written to NJST is returned for non-sufficient funds, swim practice fees from that Member will then be accepted only in cash or money order.

If any other type of payment check (grocery coupons, meet entry, team apparel) written to NJST is returned for non-sufficient funds, NJST may place that Member, either temporarily or permanently, on a cash or money order only status for all non-swim practice fee payments.

NJST Members shall be held responsible for all fees incurred by NJST for collection on such Members’ checks returned for any reason.

*Effective September 11, 2007 (replaces and supersedes North Jeffco Swim Team Fee Payment Policy which was adopted March 2004)*

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**NJST Past Due Invoice Statement**

\_\_\_\_\_ [fill in date of notice]

Swim practice fees for your swimmer(s) were due at the end of the one-week trial period with NJST. It is now past that date and the team has not yet received your payment. As per team policy, we expect to receive your payment, in full, no later than two weeks after the date of this notice, set forth above. If your payment is not received by that date, your swimmer(s) will not be allowed in the water. There will be no exceptions until such time as all fees are paid in full. We ask that you not embarrass your swimmer(s) by sending them to the pool to practice unless their fees are paid.

*Effective September 11, 2007*

**NJST Past Due Invoice Statement**

Each trimester's swim fees are due on the 10<sup>th</sup> day of the first month of that trimester. It is now the 15<sup>th</sup> of the month and the team has not yet received your payment. As per team policy, we expect to receive your payment, in full, by the 30<sup>th</sup> of this month. If your payment is not received by the 30<sup>th</sup> of this month your swimmer(s) will not be allowed in the water. There will be no exceptions until such time as all fees are paid in full. We ask that you not embarrass your swimmer(s) by sending them to the pool to practice unless their fees are paid.

Adopted March 2004

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### Attachment 4 Coach Brett Stoyell's Board Report

1. End of summer went well:
  - A. Zone kids (Ryan, Kendra, Sydney, Rachel, Steven, Whitney) had good swims and several best times.
  - B. Jr Nationals/Nationals/ Open water championships in August was a great set of meets and a good opportunity for me to network with many different coaches and learn different teaching, coaching and team structures of other programs as well as the chance to talk to many different college coaches around the US that were in attendance for recruiting. At Senior Nationals Matt Urich posted 2 best times just missing the Olympic Trial cut in the 100 fly by .20. NJST Alumni Russell Payne made 4 Olympic Trial cuts at the meet placing 12<sup>th</sup> in the 200 IM. Open Water 10K Tyler Davis had a great swim (top 15 qualify for Olympic Trials) Tyler was in 17<sup>th</sup> place going into the 4<sup>th</sup> and final lap until a wrong turn at the buoy took him 3-4 minutes off course before he was redirected back into the race. He finished 26<sup>th</sup> overall. NJST Jr Nationals swimmers Nathan Fuller, Kyle G, Mitch, Andre placed 7<sup>th</sup> in the 400 Med Relay with a new state record. Clay, Andrew, Kyle, Andre broke the state record in the 800 free relay. Katie Johnson Broke the state record in the 200 Breast with a new Olympic Trial qual time. Kt was also 18<sup>th</sup> in the 400 IM (2sec from Olympic Trials), Andre Blyth was 4<sup>th</sup> and 5<sup>th</sup> respectively in the 200 and 100 fly, both swims were good for 2008 Olympic Trials.
  - C. Tyler Davis was elected to the CSI BOD at the state meet this summer. NJST Currently has 3 votes on the CSI BOD. Clay Myers and Tyler Davis as athlete reps, Brett Stoyell as Zone 2 Rep.
2. # of swimmers in the water Blue/ National 33 (1 tryout)
3. Starting individual goal meetings this week. Holding off team goal meeting due to not having an end of season championship meet set. Being an Olympic year all sectional meets are LCM.
  - A. If NJST seniors are tapering for a LC winter meet I will be trying to increase # of LC practices we can have at Meyers. Including Saturdays, weekends over Holiday breaks, extra LC Camp for suburban league etc...
4. Parent meeting set for Thursday (BOD invited to attend), Topics include:
  - A. Season meet schedule/Expectations
  - B. Athlete practice schedule and Expectations
  - C. Parent Support and "Being Part of the Team!"
  - D. The proper chain of communication and how to help your swimmer and others on the TEAM
  - E. What can you do as a parent group to help improve senior swimming and support on the team?
  - F. Q&A
5. NJST has applied for \$3500 in camp funding for this years LC IMX camp in April. Last year we requested \$2500 which barely covered cost and did not allow for a LC follow up weekend which we had originally planned as part of the camp in 2007.
6. Meeting Schedule
  - A. Attending CSI Board Meeting Saturday, Sept 15th
  - B. Attending Suburban League meeting, Wed Sept 19th
  - C. Attending CSI Scheduling meeting, banquet, and HOD on the weekend of Oct 6<sup>th</sup>-9th
7. Upcoming NJST meet bids:
  - A. finishing meet info for 2007 NJST Prelim/Final/Non-qual meets. Need to find a referee for the meet for this year
  - B. Requesting pool time/submitting meet dates to CSI for 2008. Feb 16-17<sup>th</sup>, April 13<sup>th</sup> Pentathlon, May 17-18<sup>th</sup>, June 6-8<sup>th</sup>.
  - C. Bidding on Silver State/ Senior State for winter of 2009

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**Attachment 5  
CARMEN'S SEPTEMBER BOARD MEETING REPORT**

**Swimmer Numbers:**

<i>Group</i>	<i>Total # of Swimmers</i>	<i># of New Swimmers</i>	<i># of Lost Swimmers</i>	<i>Last Year's Total</i>
<i>Gold</i>	10	4 from pre summer yellow 2 back from summer 2 brand new	1	4
<i>Red</i>	10	3 from pre summer gold 2 from aqua 1 back from summer	5 (2 to white)	17
<i>Black</i>	8	2 from white	6 to black	9
<i>Silver</i>	12	6 from black	5 to Brett / 2 to Ashley	10
<i>Yellow</i>	8	4	1	6
<i>Aqua</i>	10	4 trying out	2 to red	5

**Time Standard Qualifiers:** Swimmers are noted according to their age at the time of the upcoming meet.

<i>Meet / Time Standard</i>	<i>8&amp;UG (1)</i>	<i>8&amp;UB (6)</i>	<i>9/10G (4)</i>	<i>9/10B (4)</i>	<i>11/12G (6)</i>	<i>11/12 B (1)</i>	<i>13/14G (8)</i>	<i>13/14 B (8)</i>	<i>Total</i>
<i>Silver State</i>		1	2	2			5	1	11
<i>JO / State</i>					1	1	3	7	12
<i>Zones</i>									
<i>Sectionals</i>									
<i>NRT</i>									
<i>State Records</i>									

**Swim Meet Performance:**

<i>Date</i>	<i>Meet</i>	<i># of Swimmers</i>	<i># of Swims</i>	<i>Best Times</i>	<i>% B.T.</i>

**Travel:** None

**Work Out Schedule Notes:**

Until further notice the gold group will overlap the red group with myself coaching and Maddie Hack helping on Monday and Wednesday. There is no red group on Fridays so I have them myself along with Becky, the yellow and aqua groups. This might be a very positive thing as the gold group rolls into the red group and there could be some overlap that helps get the kids ready for the red group and gain some excitement for swimming.

**Notes:**

- Maddie Hack is new staff.
- The editor of yourhub.com contacted me about posting articles about NJST on the web page from which they print material in a weekly print in the Rocky Mountain News and Denver Post. I will write information for the website and hopefully it will give some good publicity for the team. I linked the yourhub website to the team's website to gain more traffic and I will put information in the first newsletter.
- As of September 5<sup>th</sup> I had only gotten four swimmers to sign up for the Junior Swim League so I cancelled it and one of the four is trying the yellow group.
- Zone meet went well. Haley Rowley was the blow out swimmer with a lot of great swims, but all of them represented NJST positively.
- The coaches are going to do a newsletter every other month this year.

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**New Business:** None

**Monthly Goals:** September Goals

Get email list to Lori Brown for updating	
Update TM with new groups for swimmers and new athletes	
Get goal sheets to black / silver groups	
Figure out how to do goals with red group	
Solidify lane use according to numbers in the water and cancel what we will not need	
Post on website preliminary meet schedule	

**Monthly Goals:** August Goals

Enjoy some time off from swimming	Yes
Hire an age group coach	No
Finalize group schedule	Yes
Create recruiting incentives for coaching staff	No
Create Black & Silver groups' 2007-2008 short course season outline	Yes
Figure out how to get the 3 <sup>rd</sup> NJST web address to link to the current site.	No
Send Evelyn group moves	Yes
Send Lori Brown group moves	Yes
Publish practice schedule once the pool request has been approved by NJP&R	Yes

**2007 / 2008 Goals**

More emphasis on kicking in practice.	
Team building including sportsmanship, leadership and practice environment.	
Perfect practices skill wise.	
Maintain current swimmer database on Team Manager.	
Send registration to CSI electronically as new members join the team if Evelyn cannot.	
Get entries to other teams in a timely manner without errors.	
Attend NJST Board Meetings when in town.	
Give copies of meet entries to each participating coach.	
Maintain open lines of communication with swim parents.	
Put out monthly team newsletter.	
Keep Lori Brown current on group changes from gold, black and silver for email list.	
Keep Evelyn informed of changes in groups for database.	

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**Attachment 6  
Coach Ashley Strickland's Board Report**

To All:

Hopefully, I got everybody this time, maybe I added more!!!

My report includes the current numbers in each group that I am directly responsible for North Jeffco Swim Team. The numbers include those that are currently in the water based on attendance and/or contacted me expressing an interest in continuation with NJST.

**Orange:** 19 Swimmers + 2 Tryout Swimmers From Other USA Swimming Teams  
2 more that I expect will phase in toward the end of Oct as they have done for the past 2 years.

**Green:** 11 Swimmers in the water + 2 more that are registered as green for rehab purposes that will probably be registered as orange in Oct depending on process. These 2 swimmers swim with orange on Thursday instead of Friday.

1 more that I expect to phase in at the end of HS fall band season in Nov.

**White:** 13 Swimmers in the water.

*Other Wet/Dry Discussions*

Brett and I have discussed the opportunity for select orange group swimmers that have shown commitment to NJST, to be allowed one additional am practice. This would encompass 1-2 more lanes for those willing to participate. I feel that they should have 1/2 of the pay increase that blue/national had last fall because they will be receiving 1 extra practice and not 2.

It has been discussed among coaches only, that white should decrease the amount of in-water time but maintain the amount of practice time with other educational components. The reason behind this is the appropriateness for the age and ability as well as the stepping up process within the team dynamics. Ultimately, this is the decision of the head age group coach only.

I would like the opportunity to meet with orange and white parents prior to any publicized changes that are voted in favor for. I feel confident relaying the info in a positive way.

Otherwise, I am exploring options for green for lane balance. Some of the swimmers may move at the start of Girls HS depending on orange athletes commitment level. I will be wait-listing any new athletes that have not been previously apart of NJST.

Sincerely,  
Ashley