



MISSION STATEMENT OKS: To develop excellence, character, and growth in swimming for all.

VISION STATEMENT OKS: To advance our core values of selflessness, excellence, leadership, integrity, inclusion, and development by increasing competitive swimming opportunities and developing relationships that promotes excellence and growth.

OKS Board of Directors Retreat

Meeting Agenda

Friday, April 7, 2021 6:00 – 8:00PM

Saturday, April 8, 2021 8:00 – 12:00PM & 1:30 – 5:00PM

Item #/ Time Estimate	Topic	Item
A. 5 min	Call to Order	<ul style="list-style-type: none">• Call to order (GC)• Read Mission/Vision (GC)• Roll (S)• Declaration of Conflict of Interest (S): <i>Is any member aware of any conflict of interest (that is, of a personal interest or direct or indirect pecuniary interest) in any matter being considered by this meeting which should now be reported or disclosed or addresses under the USA-Swimming Conflict of Interest Policy". <u>If a board member determines there to be a conflict of interest at any point during the course of the meeting when a specific subject is being discussed and or action is being taken, a declaration of a conflict of interest should be made at that time.</u></i>• <u>Collect 2021 signed Conflict of Interest statements from all participants</u>• Additions to the Agenda (GC)• Approval of Agenda (GC)• Approval of Past Board Minutes

B. 5 min	General Chair	<ul style="list-style-type: none"> • Introduction of new LSC General Manager- Bob Staab
C. 15 min	Finance Vice-Chair	<ul style="list-style-type: none"> • Financials 2020 • Financials 1Q21 • Short Course State • Long Course State • Meet Financial Report Form Update • Acceptance of Digital Income <ul style="list-style-type: none"> ○ Reduce manual work and strive for paperless operations
D. 5 min	Championship Meet Committee	<ul style="list-style-type: none"> • Communication of summer plans • Input from Board
E. 5 min	New business	<ul style="list-style-type: none"> •
	Adjourn formal Board Meeting	<ul style="list-style-type: none"> •
	Begin Retreat	
A. 85 min	Document Introduction	<ul style="list-style-type: none"> • Take notes and listen- Discussion and work time is scheduled for Saturday • Board orientation <i>powerpoint</i> (15 min) • Overview of By-laws and P&P <i>handout</i> (20 min) • 2018 retreat goals <i>handout</i> (2 min) • Introduction LSC LEAP requirements <i>handout</i> (15 min)
B.	Adjourn for the night	
Saturday morning	8:00-noon	
A. 2 hours	Document review	<ul style="list-style-type: none"> • Finish looking at organizational documents • Answer questions and truly review the documents
B. 2 hours	Board/LSC Evaluation	<ul style="list-style-type: none"> • Self-assessment and gap identification based on reviewed materials (possible small group time)
C.	Adjourn for lunch	
Saturday afternoon	1:30-5:00	
A. 2 hours	Assignments and Responsibilities	<ul style="list-style-type: none"> • Updated Board Job Descriptions • Who is doing the work? • What is the timeline for the work? • Schedule 2nd Board Retreat- Late August with Jane Grosser from USA Swimming • Schedule Board Meetings- Monthly? •
B.	Adjourn	<ul style="list-style-type: none"> •