Gilroy Gators Swim Team
Board Meeting – December 17, 2014
GHS Pool Deck 5:30p.m.
Agenda

In Attendance:

Board Members				Non Board Members	
President, Brian Dauenhauer	X	Head Coach, Martine Armstrong	X		
Vice President, Bruce Gordon	X	Meet Director, Dave Foster	X	Candace Van Sambeek	X
Secretary, Michelle Kurzenknabe	X	Meet Director,		Lisa Filice	X
Treasurer, Sharon Decker Co – Treasurer, Michelle Griffin	X	Coach liaison, Jackie Stevenson		Jake Delgado	X
Membership, Char Carnell	x			Kristi Garrison	X
Co-Membership, Open					
Volunteer Coordinator, Denise Brolin	X				
Volunteer Co- Cord., Anne Cooper					
Ways And Means, Kristen Reeder	x				

1) Meeting called to Order 5:45

2) Reading and approval of last meeting's minutes. Approved at last closed board meeting 11/24/14

3) Status Reports (10 minutes)
   a) **Membership Report** Denise gave report for Char. 84 total members 14 minis, 14 yellow, 10 green, 21 Swamps, 13 Caimans, 7 Jr's, 5 Seniors.

   b) **Volunteer Coordinator Report**. Denise is behind for getting November and December hours recorded. She needs to determine if anyone who has left the team needs to be billed and get that information to treasurers.

   c) **Treasurer Report**. Michelle Griffin present (Sharon sick). Treasurers report total cash $115,640.97. Denise would like to see a budget and actual for the swim meets. It should be presented to the board so it is clear. Splash fee and event fee has increased so we are making a lot more off of meets. We made about $17K at last meet. Would like to budget out our costs so we know better about what the outflow is. Bruce motioned to approve treasurers report, Denise seconded. All approved.

   One family owes for Garlic Festival and several emails to family with no response. Michelle would like approval to send final letter then to collections if no response. Bruce is making motion to send family to collections if family doesn't respond to certified letter to be sent soon. Michelle K 2nd. All in favor.

Michelle G. needs new change of status form taking off Plan B wording etc. Denise is texting Kristen as we believed she was working on form. Still a handful that are not on auto pay. Should we make the people who write checks pay a little fee to encourage auto pay?

ATM card for the team? This could be used for team purchases, hotels for coaches etc? All purchases would have to be previously approved by the board. We would need control processes. Possibly look into opening another account and keeping about $2,000 in there so there is a limit on spending. Michelle Griffin will talk to June at the bank to determine options.

d) **Ways & Means Report** - Denise reported for Kristen. Kristen will attempt to make an event in TU for the the ad campaign for the February meet. People would sign up for business to contact for ads for the program. We could continue the 10% towards due rebate for anything over $500. Deadline would be 2/6/15 to bring in ads. She should have it up and running in January. Should we have a minimum of what people need to bring in? It was agreed that Kristen can do this and 10% for calendar year with no minimum requirement.

e) **Coaches liaison Report** - Jackie - Coaches meeting reschedule from last week due to storm. They are meeting tomorrow. We are meeting with Martine tonight. Coaches are happy with new contracts. Starting incentive program for those swimmers swimming through the fall and winter months. Kids will earn small items for coming to practice. Incentive will continue through April 1. 100 Water bottles being ordered by Candace. Denise will divide buttons into three piles for coaches.

OLD BUSINESS:

4) Using TU text for update of team activities (10 minutes) - Jolanta not present and no information given
   a) Jolanta was to follow up

NEW BUSINESS:

Bruce stated we need boards for minis as the ones we have are old and moldy. Coaches are asking for kick boards to be ordered. We need laminated signs saying GGST and GHS so we clearly know who's equipment is who's as the minis are currently using the high school boards. Bruce is making a motion to purchase 20 green kick boards for no more than $10 a piece. Michelle Griffin 2nd, all in Favor.

Candace - team store. Mary Kay has dropped off the last order and Candace is sorting it out. Candace is trying to find a point person so she has a contact with Swim Outlet. She is also contacting Nor Cal. Some items appear to be under priced and she will correct them in our store. We have no lower priced goggles right now and Candace is asking for approval to purchase 20 smoked and 20 clear of the Sporti ones not to exceed $5 each and 5 bungies cords for goggles. Michelle K made a motion of purchasing 20 clear and 20 smoke goggles and five bungies, Michelle G 2nd. All in favor.

Water bottles for Fall - Winer incentives $385 for 100 plus tax and shipping including two color on black bottles. Bruce moved to approve up to $450 for 100 bottles, Michelle G 2nd and all approved. Candace will also order the kick boards for minis as approved above.

Charge only for team store so no loss of money? Candace and Michelle G to work on forms, team store and "charge slip" respectively.

5) **On line time clock** Brian thought there was one on TU but it won't work. Jake will check TU to see if there is something there and he will let Michelle G know if it can be done or not. If not, Michelle G will move forward looking into another option.

Jake trying to determine how to add tab for minutes to be viewed only once you are signed on.

6) **Retreat date** - We have been operating reactive and would like to be more proactive. The purpose is for us to come together and come up with a plan for the future. January 11th 10:00-4:00 at conference room TBD. We will need an agenda. Need to have a better review process for coaches, that should be on agenda.

7) **LSC meets** – bidding. Denise is working on making additions to agreement. Proposing that when we have hosted meets, each family must work a certain amount of hours if meet is being held at the Morgan Hill Aquatic Center. Number of hours would depend on if it is held at GHS or the Morgan Hill Aquatic Center. For February meet every family would have to work five hours for example. January is bidding for the first round of the LSC meets and there is no guarantee of getting any. Senior meets are 12 and over. Most senior meets are trials and finals but also option to make it just a timed final. Denise thinks maybe we should bid on 10 and Under champs. Good money maker, one day meet, always on Saturday and we would do it in Morgan Hill at Aquatic Center. In January, we would be bidding for meets between September 2015 to September 2016.

Tied into this is what the Zone is considering doing. People are not bidding on meets because cost of pools etc. Zone is considering just assigning meets to teams. The bidding for Zones takes place in May. There are three meets in Zones for this year which have not been bid on yet. All Long Course, 3/28-3/29 (can be switched to Short Course), May 2-May 3, June 26-28 Last Chance JO's. Could we move the May meet to the next weekend? Would have to move meet with Zones. Cruz has a meet May 2 and 3rd. March seems to quick but May or June might just work. Since there are not enough Long Course meets they should fill. Martine would prefer May meet if we can move it to the following weekend (as HS has championships that weekend) but June would be first choice if can't move the May dates.

LSC meets First round has to be submitted by January 15th. Decided to put in bid on four choices, from LSC. #1 Senior II 10/24-10/25/15, #2 Senior II 11/21-11/22/15, #3 10 Under Champs 4/23/16, #4 Senior II 6/25-6/26/16

Denise to email Mike Picarrado and say we are interested in picking up June 26-28th Long Course meet.

8) V**olunteer agreement- revising committee (See above)**

9) Open Discussion

10) Regular Meeting Adjourned 7:45 meeting adjourned.

NEXT BOARD MEETING: January 16, 2015 5:30 – 7:30p ON DECK -