Northfield Swim Club

SEPTEMBER BoD Meeting MINUTES

September 18, 2017

6pm Northfield Middle School Cafe

6:35 Call to Order:

* Welcome Melanie (SECRETARY)
* Junior Board - no meetings over summer
* Club Member Open Forum- no members

**Old Business**:

* **Junior Board updates**. This year we’ll have one swimmer from each group plan on the Junior Board. Gunnar will receive the signup sheet from Rachel. The first Junior Board will meet on Oct 16th from 5:30-6:00 (before the BOD meeting)
* **DJJD**: After expenses subtracted, the club earned $4688.24. Ice was the major expense. Looking into ways to fulfil ice needs in other ways next year. We did not have much pop/water left over. We were short on volunteers for water/pop sales. Many families donated to fulfil their entire summer hours obligation, leaving us in a bind for volunteers. Next year, considering lowering the # of hours credited per case, or max the # of hours that can be credited, etc. We could reach out more to area businesses to lessen our reliance on donated cases from members. A note: a lot of water and pop was sold at the craft fair, es
* 2 **new computers** are set-up and ready to go. They’re being stored off-site to prevent damage from humidity and moisture.
* **New printers** are needed. Motion brought to purchase in Nov so they’re here by Dec meet. Motion approved.
* **Fundraising**. Heggies Pizza Fundraiser - tabling for now. Other options discussed, included Papa Murphy’s (to raise money for entire club) as well as Carbones (which would work well for just our club or also with the two HS swim teams to help raise money for new swim blocks at the MS pool)
* **Volunteer t-shirts** - Jamin will get price info for bulk orders. All adult (or non-swimmer) volunteers, especially during meets on-deck will need to wear a shirt.
* **Storage**: motion brought to rent storage space year round off-site. Approved.
* **Concession Sign-up** - online signup is going well, per Jamin
* **Parent meeting agenda** - President, Meet Director, VP/Registrar, Volunteer Coordinator are able to attend / run the 9/26 meeting. Some things to discuss with parents: code of conduct (being updated, see below), volunteering, on-deck safety, and our need for filling soon to be vacant board positions (see below)
* **Board member changes**
  + **Secretary -** Melanie (new)
  + **Registrar -** Rachel
* **Board members needed** 
  + Marketing/Fundraising
  + Treasurer (shadow current board member for training as needed)
  + Vice President (Or Rachel do both Registrar and VP)
  + Assistant Volunteer Coordinator working with Jamin

**Head Coach Report:**

* Fall start numbers & practice times/coaching staff - 2 new assistant coaches hired, approved by board.
* **Pool Issues and communication** from the district - we will request that the district stay in contact with us as pool issues and air quality arise.
* **Coaches Clinic & ASCA** - Gunnar, Winston, Chris attend Rochester training. Winston will attend extra clinic training for ASCA certification. ASCA certification course includes an optional fee for membership. Board motioned to table discussion for payment of that fee.
* **MNswim Coach Mentorship** -- Coach mentor as well as student athlete mentor opportunities.
* **Concerns** - Head coach brought forth concerns with the Code of Conduct and perceived lack of code enforcement. Also concerns regarding support of coach in parent/swimmer/coach difficulties. See below for notes about Code of Conduct revamp.

**New Business:**

* **Coach contract** - reviewed and approved head coach contract. Will be effective 9/1/17 - 7/31/17.
* **Review Code of Conduct -** Board agreed that the Code is due for updating. Draft of updated Code will be shared with Gunnar and will be complete by the Fall Parent Meeting.
* **Budget review and repor**t (Gunnar avg 33hrs per wk/Winston avg 14hrs). Discussion not complete. Board still awaiting Chris’ timesheet. Tabled until Oct Board meeting.
* **Registrar Updates**
  + Registration totals for Fall Session and Clinic - we are lower than we were at this time last year. There are several swimmers who will be starting fall-mid.
  + Club Application - all required info received from Board members
  + Non-Athlete Registrations (Officials and Board Members). All board members completed the registration forms. Background checks will be completed as required (annual).
  + Updates from MN Swimming
    - ACH payments
    - Coverage for kids in Lesson programs
    - Coach requirements
    - There are two new positions required: Safe Sport Coordinator as well as a Safe Sport Athlete. The Safe Sport Athlete will work closely with the Safe Sport Coordinator. The SSC can be an older swimmer who is not currently swimming with the club. The SSA should be a swimmer. Older swimmers will be approached and this will be finalized at Oct board meeting.
* **New Banner**? Submit permit application to City for winter session (12 weeks prior to registration). Jamin will work on tracking down the old banner. It’ll be cleaned up and we will then decide if a new banner is necessary.
* **Northfield News advertising/write-ups**. Clinic recap will be sent to the Nfld News. Our summer and spring highlights seemed to be overshadowed/lost in the bustle of Varsity sports news.

Meeting Adjourned 8:30pm

Next meeting - October 16th - 6pm

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