

Topeka Swim Association

Board Meeting Minutes

Tuesday September 3rd, 2019
6:00 pm

Call to order 6:05pm by President Richard Allen

Attendees: Richard Allen (President), Kyle Larson (Vice President), Danielle Jeffries (Secretary & Volunteer Coordinator), Lance Green (Treasurer), Monica Brede (Merchandise/Fundraising Coordinator), Laura Perkins (Website/Social Media Coordinator), Brent Allshouse, Coach Bob Shearer, Dave Alacher (Community Member-at-Large)

Absent: Cheryl Carey (Community Member-at-Large)

Motion by Dave to approve August minutes as presented. Seconded by Lance Green. Motion Carried.

Lance Green presented financial report:

- July financials –
 - Reached out to both Kim and Bob about preliminary end of year. We are looking to be around \$1000 under.
 - The Senior Games are not happening.
 - Well done in staying within the budget the past year. Overall, if we come in \$2000 under we are not looking bad.

Bob Shearer presented Coach's Report:

- 43 members have signed up and are registered as of today.
- Long course proposed dates
 - Voorhees Maxfield – proposed to host this on April 17-19th
 - Beach Bash – proposed we host this June 5-7th
 - District/Champs – Do we bid on this? July 22nd-25th is when sectionals will be, Aug. 6-9th will be zones, Bob anticipates Champs would be July 31st thru August 2nd, districts would be July 24-26th. July 12th is SSG. Bob would recommend that we bid on districts and thinks this would be a good way to prove ourselves. Moved by Monica that we bid on both long course districts and champs with the option to pull the bid. Seconded by Laura. We have two weeks to get this ready. We will need to have this ready and go by Sept 20th.
- Section 3 was discussed. Bob will host team meetings and dryland if the pool is not ready. The start date will be Sept. 11th with no morning workouts, only the afternoon schedule. Masters starts on the 16th. Bob will send an email out tomorrow to inform the membership and then a follow up email on Friday to let them know if there are any changes. Bob will then send daily emails to inform membership if the pool will be available on that day.
- Howard needs to send out additional emails to inform families and also let swim instructors know about the change of sessions for Swim School.
- Covered section 6-8
 - When parent meeting are scheduled the coaches will inform the board so that members can be a part of these meetings.

Committee Reports:

- Parent mentoring and networking (Kyle Larson) –

- a. MAAPS - We were going to hold a meeting for new members on Sept 9th. New member registration is open. Due to the tryouts being changed it has been changed and he plans to do this October 3rd from 6-7pm.
- Meet Director (Danielle Jeffries) -
 - a. Nothing this month to report. Waiting on the registration information. Also going to plan to have the booths during the September 28th suit fitting. Danielle will make sure that there is someone to work all five of the booths.
- Volunteer coordinator (Danielle Jeffries) -
 - a. Job sign up will be put in for IMX so membership can sign up.
- Merch and fundraising (Monica Brede) -
 - a. Leave this open to new members even if the merchandise will not be here by IMX. Monica plans to do and order in September and then again before champs in February.
 - b. The City of Topeka will provide bottled water for our meets. Monica will follow up with numbers on what we have ordered in the past.
 - c. Swim-a-thon
 - i. April 17-19th is when they are having the corporate games. When it comes to prizes, if you take a sponsorship from a cooperation, that part does not count towards your fundraising prize competition. Looking to hold our Swim-a-thon on March 27th. The goal we are going for is \$25000
 - d. We have been given approval to hang banners during swim meets. Laura will ask Kirk what size it needs to be. Bob will find out about the TYR banners.
 - e. Danielle will speak with Kirk and ask about bringing in Kona Ice during meets.
- Website & Social Media (Laura Perkins) –
 - a. Brent’s email still needs to be changed from his wife’s email.
 - b. Bob will look up the list of names and verify which level they completed and get this information to the Board.
- Zones Bid Committee (Brent Allshouse)-
 - a. Nothing was done on the bids. We need to now consider what steps we need to do to bid 2023. The bid must be in by September 2021. Plan the stages that we need to do as a club to get to that point. Contact Fargo and ask questions about what they ran into and wished they did or knew beforehand.

Old Business

- Team sponsor contract – this was addressed in the President’s report.
- Officials recruitment drive- Richard did not do anything on this. We did put it on the registration. Will work on this more and hope that we get some more people during the suit fitting.
- Banners were discussed during website and social media section
- Goals
 - a. Once we get numbers of our competition team, we can start looking at what we need.
 - b. Look into how to implement ways from previous minutes to get more swimmer involved in meets.
- Registration “Opt-Out” - Table again until next month. What communication would be needed to implement this? Bring back ideas for this in October or November.
- Tryouts will be held now September 23 and 24th
- Sound system
 - a. Talked to Ed and the Board does not feel that we should spend a lot of money on buying a new system for just one meet a year. Dave brought up the idea of looking into updating the pool’s system and seeing if TSA would be willing to split the cost on this. Dave will find out what we would need and costs and let the Board know.

New Business:

- Recognition Banner
 - a. Laura is trying to find a way to check and make sure that we did not miss anyone. Also trying to decide which banner would look the best. She is also going to identify what the updating process is if we need to add names.
- Records plaque
 - a. This has been discussed but we need to find out where it is allowed and if that space would be large enough. Maybe look into a perpetual board.
- Can we put out signs before tryouts? Laura will get a quote on how much these would be and if we would be interested. Once we have the quotes we need to then ask the City if they would be willing to help with the purchase.
- Conflict of interest statements
 - a. The Board members have signed this and returned to Richard.

Motion by Monica to adjourn at 8:40pm. Seconded by Laura. Motion Carried.

Next meeting scheduled for October 8th, 2019 at 6:00 pm at Capital Federal Natatorium Board Room.

Committee reports were submitted to the board and what was important was discussed and included in the minutes.

Richard requests that these are turned in 1 week before the meeting.