

# Topeka Swim Association

## Board Meeting Minutes

Tuesday February 13, 2018  
6:30 pm

Call to order 6:33pm by President Holly Fisher

Attendees: Holly Fisher, Chris Palmer, Cheryl Carey, Kyle Larson, Cris Teter, Bob Shearer

Motion by Chris Palmer to approve January minutes. Seconded by Kyle Larson. Motion Carried.

Chris Palmer presented financial report:

- Program Fees are down from where we were last year.
- True Blue information is not complete. Missing a few expenses that hit in February. We will have a final total in March's financial report but it was better financially than last year.
- USA Swim Registration Fees line item will be moved to the correct line item of Training and Education Fees.
- Non-active members with outstanding balances have been sent to collections.

Bob Shearer presented Coach's Report:

- Seeing continued improvement in the numbers in the swim school.
- Recruitment – Board suggested we assign a media person to take pictures and post them on the TSA Facebook page. Suggestion was made to talk to Kristin Greig. Cheryl Carey to contact her to see if she is interested.
- Facebook Advertising needs to be pursued.
- Cheryl Carey suggested changing the tryouts to April instead of September to target parents looking for ways to keep their kids busy for the summer.
- Motivational caps need to be handed out before Friday or coaches need to bring them to Districts and/or Champs to pass out to swimmers.

Committee Reports:

- Parent Mentoring and Community Building (Kyle Larson) - Successful first meeting. Had about 10 members show up. Discussed upcoming District/Champ Meets, Mobile Apps and recruitment of officials. Holly Fisher made the suggestion to hold Official's training sessions at a different time instead of during the meets.
- Audit Committee (Chris Palmer) – Plan is to start the process after tax season.
- Recruitment Committee (Chris Palmer) – The committee will have the names of candidates at the next board meeting on March 13<sup>th</sup>.
- Meet Director Committee (Cheryl Carey) – Plan to meet after Districts and Champs.
- Volunteer/Apparel (Susan Hodge via Holly Fisher) - Kelly Larson is shadowing Susan to learn apparel. Asked that jobs be loaded for Voorhees-Maxfield meet. We are short timers for High School State. Holly Fisher will send out an email tomorrow regarding volunteers.
- Fundraising (Holly Fisher) - Banner will be \$750.00 but sign company is donating \$250. Suggestion was made to see if former families would be willing to help pay for banner.
- Annual Meeting scheduled for Thursday April 26<sup>th</sup>.
- Annual Banquet (Holly Fisher) - Changing the format to be pot only. Families will be split into groups on what they will be asked to bring. There will be no cost to members to attend the banquet. Water, Cups, plates, etc. will be provided. The location will cost \$170.00. Motion by Chris Palmer to approve spending money on the venue, water and paper products up to \$300.00. Seconded by Cris Teter. Motion carried. Board Members asked to consider names for Volunteer of the year.

Open Issues:

- Clean up of storage unit: On February 21<sup>st</sup> we will have all extra items from storage unit to give it away. Chris Palmer to send out an email to inform families.
- Laptop purchases: Holly Fisher will purchase this month.

New Business:

- Meet Bids for 2018-2019 Short Course Season: Holly Fisher will send an email to Mike Godbout and 501Communication for status on facility. When we have more information we will discuss meet bids.
- Additional Business (Holly Fisher) - Families approached Coach Cassie at MAL to see if volunteering hours at away meets would go toward TSA volunteer hours. While no action was taken the board reiterated the TSA Volunteer Policy that Volunteer hours are set up for the needs of TSA hosted meets.

Meeting adjourned at 8:44 pm – Motioned by Chris Palmer, Seconded by Cris Teter. Motion Carried.

Next meeting scheduled for March 13<sup>th</sup>, 2018 at 6:30 pm at Capital Federal Natatorium Board Room.