

# Topeka Swim Association

## Board Meeting Minutes

Tuesday December 12, 2017  
6:30 pm

Call to order 6:32 pm by President Holly Fisher

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

Motion by Susan Hodge to amend the agenda to discuss allowing Cheryl Carey administrative rights to TSA website. Motion by Holly Fisher to amend the agenda to discuss equipment needs. Motion by Cris Teter to accept amended agenda. All Motions Seconded by Kyle Larson. All Motions Carried.

November minutes changed to Holly Fisher to get information from TSA coaches for grants, not USA Swimming. Chris Palmer motion to accept amended minutes. Seconded by Cris Teter. Motion Carried.

Chris Palmer presented financial report:

- IMX biggest income change due to low turnout.
- Checking account balance for Core First is low. We will need to move \$30,000 to \$40,000 from Capitol Federal to Core First account. No net effect just a movement to checking account.
- Note that the scholarship money will be requested from the TSA Scholarship Fund at The Topeka Community Foundation annually after the end of each fiscal year. We decided not to do so for 2016 since we just put some money into the scholarship account a couple of months ago.
- There was discussion of the P&L being low for the first three months of the fiscal year. The budget was adjusted knowing that we wouldn't have Champs but the scheduling of the Columbia meet really hurt our IMX numbers. It was noted that it's always good to watch finances early in case we need to change things. Much easier than realizing too late. The treasurer said he will continue to work with the business manager to get good information for reporting.

Bob Shearer presented Coaches Report and board shared thoughts:

- Membership will drop with High School boys' season.
- Stressed again the importance of attending the USA Swimming Sport Development Coordinator Visit on January 13<sup>th</sup>. Kyle Larson asked that an email be sent out to all members as a reminder.
- Lower attendance for 10 and under kids for Winter Classic. Maybe opportunities to host our own mid-season meet if the Winter Classic meet goes away.
- Wall banner cost is \$500. We currently have a \$100 donation.

Committee Reports:

- New Parent Mentoring: Looking for ways to encourage people to participate in meets. What can we do to encourage people to talk about meets and working towards being more social? One suggestion was to have a meeting with parents to visit and foster relationships once a month. Kyle Larson to work at incorporating New Parents Mentoring to actually a Parent Mentoring instead. Make it feel more of a team and get a connection.
- Financial Audit: Chris Palmer concerned that Misty Price maybe not be willing to help with the audit since they will no longer have a swimmer. Chris Palmer will check with her to see if she will still be willing to help with the audit. If not he will see if she has any recommendations.
- Apparel: Susan Hodge said that the apparel is up on the web site. She is working with Starting Block on designs for two new t-shirts. We are still looking for volunteers to help with apparel.

#### Open Issues:

- Replacement for Julie Unruh. Her term would end in April so the discussion is do we bring someone in for a short term or wait until April to replace the position. Motion made by Kyle Larson to keep Julie Unruh position vacant until April. Seconded by Chris Palmer. Motion Carried.
- Recruitment Committee will consist of Natalie Haag, Chris Palmer and Erin Aldridge. They have been given names of potential candidates. Chris Palmer asked that an email be sent out by Holly Fisher telling our members that we have a committee to find a new board member. If they are interested they need to contact the committee and let them know why they are interested. Email to be sent out by the end of the year.
- Storage unit. Plan is to bring all clothing items in the next couple of weeks to give away to anyone who wants them. Where do we take the remaining items? Will decide once everyone has had a chance to take what they want.
- Laptops: Holly Fisher has laptop information for Coach Bob on new computers. They are \$400 per computer. Chris Palmer to help with getting the software at a discounted rate since we are a non for profit.

#### New Business:

- Awards banquet: We need a planning committee. Recommending Tracy Cowman to be the chair and suggested that Kim Wolf and Julie Unruh help.
- Equipment: Mike Godbout contacted Holly Fisher about needing a backup battery for the Colorado system. We will get a quote from Mike Godbout and then make a decision.
- Susan Hodge discussed giving Cheryl Carey administration rights to the TSA Website. Motion made by Chris Palmer to make Cheryl Carey a super user. Seconded by Cris Teter. Motion carried.

Meeting adjourned at 8:21pm – Motioned by Chris Palmer, Seconded by Cris Teter. Motion Carried.

Next Meeting will be January 9<sup>th</sup>, 2018 at 6:30 pm at Capital Federal Natatorium Board Room.