

PAC Meeting Minutes 4/18/11

Attendees: Brian Guidera, Dan Morgan, Kristy Bangs, Maureen Basil, Patti Cassiba, Deb Cowell, Sharon Daniel, Deb Day, Cindy Morgan, Peggy Oster, Karen Phillips, Margie Pires, Janet Smith, Dave Tibbals, Lauren Youssef, Sam Zhang

1. March meeting minutes were approved and distributed prior to this meeting.
2. Coaches' Update
 - a. The Westfield Y had one of its strongest showings ever at YMCA Nationals.
 - i. We sent 15 swimmers to the meet.
 - ii. The Girl's 200 Medley Relay placed 12th. This is the first relay for the Westfield Y to finish in the top 16 since the early 90's.
 - iii. Carly Whitmer finished in the top 24 in the 100 butterfly.
 - iv. Eleven team records were broken.
 - v. Ten of our returning swimmers already have qualifying times for next year.
 - vi. This year the team was able to participate in the opening ceremony parade.
 - vii. Next year the meet will move to a new location.
 - b. The team survey is under development and will be distributed to the PAC for review in the near future.
 - c. The Y has agreed to use Team Unify for the Devilfish team website.
 - i. The Y will pay for the initial set-up.
 - ii. The PAC voted to fund ½ of the Team Unify cost for the first year.
 - iii. On-going payment to the vendor will be determined after the first trial year.
 - iv. Conversion to the new site will occur this summer.
 - d. Brian suggested that the PAC may want to get more information out to the team about volunteer opportunities and appropriate ways to accomplish this were discussed.
3. Treasurer's Report
 - a. Margie e-mailed current financial reports to the PAC for review.
 - b. Two anonymous donations were received from swim team families totaling \$4,500 in support of the scoreboard fundraising.
 - c. All dinners at the various travel swim championship meets were well budgeted.
 - d. Dan continued to pursue the high school rental payment for use of the Colorado system and scoreboard.
 - i. Jeff Knight has agreed to speak with the head of the Westfield Boosters in order to seek payment.
 - ii. Mark Elsasser has been informed of the situation and fully supports us in this collection.

4. Fundraising

- a. The recent "Flick and Float" events were very successful and raised approximately \$600 for the Strong Kids campaign.
- b. Invitations have been e-mailed for the May 6th cocktail party to support both the Devilfish swim team and the Y Strong Kids campaign.
 - i. The party will be held at Ferraro's South and is expected to be a fun parent event.
- c. The National team swimmers will offer private swim lessons on Sunday, May 15th as another Y Strong Kids fundraiser.
- d. A family social is being planned for May 22nd at the Colorado Café.
- e. Planning continues on the fashion show scheduled for September 24th.
- f. The PAC discussed changing fundraising for next year to have a percentage of all fundraisers go to the Y Strong Kids Campaign instead of holding separate events.
 - i. This would simplify accounting and event planning.
 - ii. This idea will be discussed further at our June meeting.

5. Apparel

- a. Devilfish swim towels will be given to all swimmers next year as the team gift.
 - i. Karen brought sample towels with her and design options were discussed.
- b. Karen discussed changing the order process for Boat House items for next year.
 - i. Similar to the process in-town Lacrosse uses, we would switch to a parent direct on-line order.
 - ii. Orders would ship directly to the purchasing family.
 - iii. Potentially more Boat House products could be offered for purchase in addition the jackets.
- c. Deck jackets will be sold at next year's swim suit sale for swimmers new to the team or for swimmers who require a new size.
- d. Karen is considering adding more apparel options to sell as fundraisers.
- e. The PAC discussed selling stainless steel water bottles for the swimmers to use.
 - i. Lauren will follow-up with a contact at Wilson school to find out which vendor was used.
- f. The embroidery on the National team warm-up jackets turned out very well and the swimmers were happy with the results.

6. Publicity

- a. Maureen Basil officially joined the PAC as the new Publicity Chair and was welcomed by the group.
- b. Maureen met with Tricia DeCotiis to transition the role and will set up a meeting with the Y's Communication Director, Bonnie Cohen.
- c. The Y has already publicized our strong showing at YMCA Nationals.
- d. Maureen will look to publicize our upcoming awards banquet, our efforts for the Strong Kids campaign, and highlights of the season.

7. Social

- a. Planning for the upcoming May 1st banquet is in its final stages.
 - i. Invitations were e-mailed to the team and responses are being collected.
 - ii. A new Dee Jay will be used who only plays "radio free" music, ensuring that all songs will have appropriate language.
 1. The Dee Jay will try to get the older swimmers more involved by having them help the younger swimmers with the games.
 - iii. Regina Whitmer is in the process of completing the program for the banquet.
 1. Jackie Whitty is assisting with the content for the program.
 2. Deb will craft the final page as a "thank you" section.
 - iv. Sharon Daniel ordered the pins which will be distributed at the banquet.
 - v. Chris Kaveney is working on the senior gift.

8. Travel

- a. Everything went smoothly with travel to Nationals.
- b. The PAC thanked Margie Pires for all her work on those travel arrangements.

9. Meet Director

- a. The PAC formally welcomed Peggy Oster who will shadow Janet Smith next year as the new Devilfish Classic (DFC) chair.
- b. Planning has begun for next year's DFC.
 - i. The meet date is set for Sunday, October 16th and will follow a very similar format to last year's meet.
 - ii. All chair positions are currently filled for the meet.
- c. Janet explored potentially hosting a long course meet this summer.
 - i. She spoke with the director of the Mountainside pool and discussed the rental fee as well as hours of availability for a meet.
 1. The rental fee would be \$200/hour in addition to the cost of staff.
 2. The pool would be available to us from 5:30-10:30 a.m.
 3. The PAC determined that it would not be practical to host a meet this summer due to both financial and staffing considerations.
- d. Janet and Brian are still considering hosting a meet in February. This idea will be discussed further in June.

10. Timing Systems

- a. The Y has been successfully using the scoreboard to run promotional advertisements throughout the day.
- b. Dave Tibbals is following-up on a glitch in the scoreboard video output, and this should be resolved in the near future.
- c. Dave and Mike Cifelli are working on testing all of the Colorado pads and will determine which of the older pads are no longer functional.
- d. Next year Dave plans to test all of our cables and will determine if any need to be replaced.

11. Volunteer

- a. Sharon will help with staffing the National team swim lesson volunteers for May 15th.
- b. Sharon has made note of all who volunteered to help with the banquet.

12. New Business

- a. Dan Morgan and Kristy Bangs will develop a list of team accomplishments from the past year and potentially read this list at the banquet.
- b. Dan will also consider putting together a list of parent community accomplishments including but not limited to the purchase of the scoreboard and circulating this list to the team.

13. Next PAC Meeting – Tuesday, May 17th at the Y.