

## PAC Meeting Minutes 7/18/11

Attendees: Brian Guidera, Dan Morgan, Kristy Bangs, Maureen Basil, Sharon Daniel, Cindy Morgan, Margie Pires, Lauren Youssef, Sam Zhang

1. May meeting minutes were approved and distributed prior to this meeting.
  - a. The June PAC meeting was cancelled.
  
2. Coaches' Update
  - a. The results of the team surveys have been compiled and were overwhelmingly positive.
    - i. Approximately 95% of the families would recommend this program.
    - ii. There were no strongly negative comments.
    - iii. Changes made to the program this year were well received.
  - b. The new Team Unify website is up and running.
    - i. The website will be used for meet sign-ups this season.
    - ii. The team hopes to use the new website to facilitate volunteer position sign-ups and to track volunteer hours.
      1. Brian needs all committees which require volunteers to provide him with a paper template describing how many volunteers are needed and describing the positions in order to set up the website.
      2. Brian's recommended way of presenting this information to him is through Microsoft Word organizational charts.
      3. Brian is hoping to receive this information from the committee heads by mid-August.
    - iii. Publicity announcements and meeting minutes are also posted on the site.
  - c. The Long Course season is going well.
    - i. Approximately 75-80 swimmers signed up for Long Course.
    - ii. Next year Brian will look to streamline the number of meets attended, particularly for the under 13 age group.
  - d. Tryouts were recently held and went very well.
    - i. In particular the 8/under group trying out was very strong.
    - ii. Very few open spots are available for other age groups.
    - iii. Brian is targeting approximately 190 swimmers for the team.
  - e. SHY would like to purchase our old scoreboard.
    - i. Clark has approved the sale, however Mark Elsasser is out on vacation so Brian will seek his approval upon his return.
  - f. Thirty swimmers have signed up for the December training trip and as it stands the trip is full.
    - i. Margie will start a wait list for other swimmers interested in attending.
    - ii. Jeff Knight (high school swim coach) has expressed his support for the trip.

### 3. Old Business

- a. The Westfield Boosters have declined to pay the \$1500 timing system rental fee on behalf of the high school for the 2010/2011 season.
  1. The PAC supports billing for the 2011/2012 season in the fall and receiving payment prior the start of the season before allowing usage of the timing system.
  2. Brian/Margie/Dan to work with the Y management to agree on an approach.
- b. The PAC supports facilitating a meeting between Brian and Jeff Knight in order to improve the coordination of the Y and the high school swim team when resting/tapering athletes for their respective championship seasons (eg Y States & HS State Tournament).
  - i. It was suggested to target meeting in the fall, before high school season starts.
- c. Dan Morgan has begun drafting a "season recap" letter and hopes to distribute the letter in August.
- d. The PAC is pursuing replacing the current record boards in the Wallace pool area and is targeting replacement of these boards in the December-January timeframe.

### 4. Treasurer's Report

- a. Margie e-mailed current financial reports to the PAC for review.
- b. Revenue has been up due to the collection of registration fees for the upcoming season.
- c. To date money raised from our recent cocktail party has not been reflected in our account.

### 5. Fundraising

- a. A fall fashion show is being planned.
  - i. The show will exclusively support the Devilfish swim team.
  - ii. The date is tentatively planned for September 24<sup>th</sup>, but the PAC discussed potentially moving the date to November 26<sup>th</sup>.
- b. A Sally Foster Cookie Dough sale fundraiser will be held during the upcoming season to support the Devilfish team.
- c. "Penny Wars" will be held again this fall to support the Y Strong Kids campaign.
- d. There has been some confusion with the Y regarding splitting funds from events which supported both the Devilfish swim team and the Strong Kids Campaign.
  - i. Cindy will continue to follow-up with Y personnel in order to clarify the situation.
    1. In the future Cindy will likely hold events that support either the Strong Kids campaign or the Devilfish swim team – but not events that support both in a split arrangement.

## 6. Officials

- a. Sam Zhang will begin official assignments once A/B team swimmer determinations have been made in late in August.
- b. Sam is scheduling and official's clinic to be held at our Y and a second clinic to be held at another Y facility.
- c. More officials need to be recruited, especially to support the Girl's B and Boy's B teams.
  - i. Sam would particularly like to see parents of 10 and under swimmers volunteer to be trained as officials.
- d. Sam will continue to look for someone to take over his role in the future.

## 7. Apparel

- a. Initial estimates for the team towel gift are higher than expected.
  - i. Margie will follow-up with Karen Philips in order to convey the PAC's desire to stay within budget on the team gift.
  - ii. Kristy will follow-up with a potential vendor option that may be less expensive.

## 8. Publicity

- a. An article about our recent Rutgers's Long Course meet was published today on the Westfield Patch.
- b. An article highlighting our Long Course Cup results was published in the *Leader*.
- c. Maureen is hoping to expand the publicity section of our team website to also include an "alumni update" section in order for current swimmers and families to read about alumni achievements.
  - i. Current and former swimmer families can send in news and/or pictures to the "swimteam.org" e-mail address.

## 9. Travel

- a. The Long Island meet will likely be held again this year despite issues with the grand stand.
- b. Nationals have been moved to Greensboro North Carolina and will be held at the Greensboro Aquatics Center.
  - i. Margie Pires has booked 20 rooms for the team.
  - ii. A "recommended flight" will be communicated to national qualifiers for those wishing to fly with other members of the team.

## 10. Meet Director

- a. Planning is under way for a 9-12 age group meet with SVY and FSPY.
  - i. We will host and attend this meet instead of the 9-12 USA silver/bronze meet.
  - ii. The meet will be a YMCA sanctioned meet and times will be accepted for future championship meets.
  - iii. The meet is tentatively scheduled for March 3<sup>rd</sup>.
- b. We are also looking at possibly replacing the final dual meets with a larger tri-meet.

## 11. Timing Systems

- a. We still need to fix the scoreboard in order to facilitate video capabilities and Brian will follow-up on this repair.

12. Volunteer

- a. Sharon will look to get volunteers lined up for the upcoming season in the late August/ early September timeframe once the dual meet teams are set.

13. New Business

- a. Concern was raised over the number of athlete scratches from meets, and the PAC discussed ways to better communicate the negative impacts of scratches to the team parents.
  - i. These impacts include loss of entry fees and increased work assignments.
  - ii. Brian plans to again emphasize these points at our parent season kick-off meeting.
  - iii. The PAC discussed potentially having a penalty for "repeat offenders".
- b. Brian also discussed enforcing a stricter practice attendance policy this year as stated in our handbook.
  - i. He plans to discuss this further at the parent season kick-off meeting.
- c. A gift card was sent to Chrissy Roberto on behalf of the team to congratulate her on the recent birth of her daughter.
- d. A card was sent in sympathy to the Slevin family on behalf of the team.

14. The next PAC meeting was changed to **Tuesday, September 13<sup>th</sup>** at the Y.