

Buffalo City Swim Racers  
Board Meeting Minutes  
July 20, 2017

Attendees: Mike Switalski, Rich Bleichfeld, Rick Mirable, Chris Muldoon, Zach McArdle, Kristy Michalek, Jean Lalomia, Maggie Hamilton.

Absent: Trini Ross, Meg Healy, Pat Scherer, Charisse Freeman.

The Board Meeting of the Buffalo City Swim Racers was called to order at 6:11PM on July 20, 2017 by Chris Muldoon and Zach McArdle at the Westside Community Center, 161 Vermont Street, Buffalo, NY.

1. Approval of Minutes. Motion: To approve: Zach. Second: Maggie. Carried.
2. Financial Report. Zach.
  - a. \$78,000 in account. No material changes since May.
  - b. Grants came in: Ralph Wilson: \$10,000. Buffalo Bills: \$ 5,000. Erie County Summer Primetime: \$ 5,000. Buffalo Marathon: \$500.
  - c. No outstanding bills.
  - d. Frank G. Raichle Foundation: Grant possibility.
  - e. Fiscal year ended June 30. Need to ready for tax filing.
3. Pirate Bash. Maggie.
  - a. Invitation: Draft. Short time line (1 month).
  - b. Boat trip. Private rental. Sales done online with credit card. August 22. 6:45 – 9:00.
  - c. Looking for political & public support, not focusing on corporate sponsors.
  - d. Request Board to sell 5 tickets at \$50 each.
  - e. Advertising: Buffalo Rising, Step Out Buffalo, and Leadership Buffalo if possible.
4. Marketing Update. Chris.
  - a. Met with Mike Telesco. We must decide on our budget. Our focus is to be building numbers / participants when things lag during winter sports season. Timing: Ready by December. Telesco is excited and supportive. Our most important need: Planning a campaign for our partnership with Northwest.
  - b. Website improvements. Mike Telesco to design effective site. Suggest: \$3,000 to cover a freelance designer. Will include a new domain name. Site to be built in Word Press. Motion: To approve up to \$3,000 for second website. Maggie. Second. Rick. Carried.
  - c. Buses may be effective in getting out name / face out to the public.
5. Meeting with parents of BCSRs group. Zach.
  - a. Parents met with Trini, Zach, and Mike. Focus on Fundraising.
6. Board Member Responsibilities. Mike.
  - a. Parents requested information on Board responsibilities. Provided.
  - b. Conflict of Interest Form.
  - c. Confidentiality Form.
7. Club Safe Sport Chair. Mike.
  - a. Information gleaned: Club Safe Sport coordinator. Non-Coach member to take this new role. Suggestion: Leo Gibbons who is now attached to BCSRs. Pending USA Swimming House of Delegates approval may be active Jan. 1<sup>st</sup> 2018.
8. Membership update. Mike.

- a. Last year 168 registered. This year 160 plus 40. Some practices are at maximum capacity.
- 9. Swimmer dinner. Mike.
  - a. To recognize swimmer accomplishments. Discussion. Suggestion: April, which is the end of short course season.
- 10. Shirts for Meet Officials. Mike.
  - a. Wants to provide logo shirts to officials who support BCSRs.
- 11. Coach Reimbursement for background checks. Mike.
  - a. Suggestion: After 6 months service, we reimburse the coaches for the background check. Motion: To reimburse each coach for prior background check(s) after 6 months of service. Zach. Discussion. Second: Jean. Carried.
- 12. Old Business. Mike.
  - a. 501C3 needs to be redone.
  - b. Suggestion: Discuss with attorney about cost of this for non-profits.
- 13. New Business. Mike.
  - a. New employee handbook with updated policies and procedures needed.
  - b. Welcome kit handbook. Update / development.
  - c. Ralph Wilson Jr. Foundation, Corporate/ Detroit. Discussed with Mike future goals for BCSRs :
    - i. Tutoring
    - ii. Adaptive program for those with Autism Spectrum disorders.
    - iii. Adult swimming,
    - iv. Full time administrative assistant.
    - v. Development of a 5 year strategic plan.

#### Adjournment

Motion: To adjourn meeting at 7:41PM. Rick. Second: Maggie. Carried.

Next meeting: Specifics: TBD.

Draft minutes respectfully submitted: Jean Lalomia