

Buffalo City Swim Racers

Meeting Minutes
September 12, 2012

Opening:

The regular meeting of the Buffalo City Swim Racers was called to order at 6:30pm on September 12, 2012 at City Honors School by Mike Switalski. Board meeting began at 7:40pm with committee members dismissed.

Present:

Mike Switalski, Lisa Samar, Rich Bleichfeld,, Kevin Keane, Trina Tardone, Ryan Connolly, Jim Jarvis, Samuel Cammarata, Gary Giovino, Charlie Hake, Ken Richmond, Phil Haberstro, Trina Tardone

Absent:

Melissa Brainard, Henry Heppner, Jean Lalomia, Henry Olejniczak, Dawn Sander, Dr. Henry Taylor, Dave Thomas Jr.

Committee Updates:

Grants: Grant committee is looking for guidance on what kind of grants to look for and for HELP from other places. BMHA has said they will help with this but we are awaiting a reply from Dawn Sanders. Mike Switalski has been active in getting in touch with local foundations. Wrote a grant requesting \$50K from the Wendt Foundation. Others to push ahead are: Sabres, First Niagara, Independent Heath and the Youth Foundation... Gary Giovino is asking for help with setting the tone of the writing for the grants. Communications will help with this.

Governance: Would like one final review of the By-laws by the board and formally accept them at the next meeting, October 4, 2012. They are also creating the list of forms and policies that will be needed for the team. (waiver, consent forms, handbook of expectations, medical records, consent to treat, photo release, etc...)

Student Athlete Recognition: Rich Bleichfeld and Sam Cammarata presented the board with a cost breakdown from Hasty Awards. Copy attached to official minutes. Want to make sure all kids get something at the end of the season and that a focus is put on Scholar Athletes.

Communications/Technology: Trina Tardone and Ryan Connolly reported that a logo should be complete by the 13th. With stationery and a brochure to follow. Working on having grant writing on line, website design and everything will be digital to be used as needed to get the word out to the community. Need kids in the pool to have photo opportunities for all promotional materials.

Eric Stimson had a presentation of costs for software, website, laptop and smart phone. It is attached to the official minutes and was handed out to the board. Focus on getting funds for Team Unify to host website.

Corporate Recruitment/Fundraising: nothing new to report as they are awaiting info from Communications. Composing a “hello” letter and creating an “ask” list from the Leadership Buffalo roster.

Audit: working on getting all the proper forms together and accounts open in the next 10 days. Policies on purchasing, reimbursement and spending to be discussed by the Audit committee.

Board Meeting began at 7:40pm.

A. Approval of Agenda

B. Approval of Minutes

Motion: Moved by Ken Richmond to accept last meetings minutes. Motion carried.

C. Open Issues/discussion

1. BOE update from Mike Switalski and Kevin Keane: had a meeting with “Say Yes” foundation. They are not prepared to commit funds this year. But should fit into their plan next year. Make sure we are partnered with community-based organizations in order to get funding. CATS, Boys and Girls Clubs, EC Youth Bureau.

2. School District update: Waiting for a meeting to be scheduled to begin the procedure to secure funding from the School Board.

D. New Business

All motions for spending of monies is dependant on having funds. Priority was set for initial spending as follows:

Ryan Connolly has donated a Netbook computer – this will postpone the need to purchase a computer for up to a year.

Motion: Moved by Ken Richmond to approve spending \$100.00 for a USA Swimming membership. Motion carried.

Motion: Moved by Sam Cammarata to approve spending \$295 for Team Unify to host buffaloracers.org. Motion carried.

Motion: Moved by Trina Tardone to approve spending on Hy-tek computer software \$495 (gold package) and a smartphone for Mike Switalski. Motion carried.

Niagara Swimming will reimburse up to \$100 in matching funds for purchase of the Hy-tek software.

Payroll: Salary for Executive Director should be discussed without Mike Switalski present. Assistant coaches salaries were discussed. Mike Switalski would like to pay coaches a salary of \$15,000 to \$17,000 per year and would like 3 assistants hired to start. More discussion is needed.

Mike Switalski is sending an updated proposed budget to Ken Richmond for discussion and then will present it to the board.

Adjournment:

Meeting was adjourned at 8:30pm by Mike Switalski. The next general meeting will be at 6pm on October 4^h with location TBD.

Minutes submitted by: Lisa Samar

Approved by: Mike Switalski