

**Bend Swim Club**  
**Board of Directors**  
**Minutes**



**Date:** August 11, 2020  
**Location:** Zoom conference format

### Attendees

President	<b>Jon Ruggles</b>	Coach	<b>Christopher Pfaffenroth</b>
Vice President	<b>Kristie Hornbeck (absent)</b>	Coach	<b>Shane Bennett</b>
Treasurer	<b>Shane Lefeber</b>	Athlete Rep	<b>Paige Lyons</b>
Secretary	<b>Toni Brockman</b>	Athlete Rep	<b>Lance Borgers</b>
Member at Large	<b>Jen Brady</b>	Guests	<b>See Addendum</b>
Safe Sport Chair	<b>Julie Ostrom</b>		

### Proceedings

- Meeting called to order at 6:00pm
- Declaration of conflict of interest: none voiced
- July BOD meeting minutes are in the process of a docusign review and will be posted on the BSC website once complete.
- Approval of the September 8th board meeting at 6pm (anticipate zoom format ), Motion to approve the consent agenda, seconded and passed.

### Coaches report (Christopher Pfaffenroth)

- Review of group numbers: numbers are down a little. Christopher reports continued interest with frequent calls from families wanting to join.
- Reviewed new practice schedule (proposed) with increased time in the water for bronze, silver and gold). Looking to put increased numbers in lanes (3 to 4 per lane maintaining a social distance guideline). Christopher reports it will be very important for kids to adhere to social

distancing guidelines when going to and from the pool. He further reports at this time we have more pool time than most other swim clubs in the state.

- No swim meets are scheduled at this time. Hope is to have an intersquad meet at the end of September or beginning of October. Jon questions if there is any merit to holding a virtual swim meet. Christopher reports he has been speaking with other coaches in regards to this. The idea would be for each club to hold an intersquad meet with the same events scheduled. Amy Johnson offers assistance in this area as she has been working with clubs through team unify who are currently doing this.
- Budget: Christopher's recommendation is to sign an agreement through the end of August and continue discussions with Juniper moving forward. Christopher feels as though procedures should remain consistent through October. Shane reports that if we are on the schedule with Juniper, regardless of laps used, we are paying for the entire time. Jon requests further discussion with Juniper for budgeting purposes.
- Coaches Corner: Christopher reports he is just getting a feel for getting back in the water. He reports that Practices have gone well.

## Fundraising/marketing/sponsorships (Jody Shaffer)

- No updates to report at this time.

## Student athlete reps: (Paige and Lance):

- Lance reports swimmers are settling in to the new practice schedule. He reports they have been talking with Coach Christopher about the Student Athlete reps program. They have a document that they are preparing that outlines a proposed new structure for the student athlete representatives. Their idea is to increase from two student athlete reps to a committee including: two senior swimmers/ two junior swimmers and 3 to 4 other reps that will be voted in. This would include increasing the role of the student athlete reps program to include: leading athlete volunteering and additional community involvement activities. Lance offers that they have discussed including a volunteer requirement specific to swimmers. Their idea is for the two junior reps to move up to fill the senior reps position. Paige reports that in the coming month they will work on the document and application for positions. Paige and Lance would move to the senior roll.

## Discussion:

- Codes of conduct: Jon reports Codes have been included with the agenda for tonight's meeting. Jon discusses codes of conduct being only as good as how they are enforced.

- Parent conduct: Families that are split will be required to have both parents sign (if custodial parent)
- These codes of conduct will be placed in the registration paper work. Parents that are not part of the registration will be sent the document through docusign.
- Codes of conducts were updated documents, not new documents.
- Motion to approve parent, athlete and coaches code of conduct, seconded and passed.
- Question was presented to when the new season will start?. Discussion ensued regarding dues and invoicing with a month to month schedule at this time. The idea is to invoice and bill September first. Christopher feels it makes sense to stick with the first of the month billing cycle with the possibility to add USA swimming fees in October. Jen reports registration fee and USA swimming fee have been historically charged on September 1st. Shane reports goal is to get back to charging dues at the beginning of the month. However, suggests charging ½ dues and ½ surcharge for remainder of August and get back on track for beginning of the month in September. Jon questions Jen and Amy Johnson whether we have the ability to invoice and charge later through team unify? (i.e : send out an invoice at the beginning of the month with billing to occur mid month. ) Amy Johnson does believe that there is that ability. Julie requests this discussion open to parents. Parent comment: To families with multiple swimmers this is a “big chunk of money” to pay all of the fees at once. Another parent comment: “ More notice given the better.” It was generally agreed that registration and USA swimming fees would be best if charged on October 1st, giving families increased time to plan for these extra expenses. Jon believes that our program has room to grow. He questions Christopher who reports he has talked with the high school coaches and ADs for potential to offer a pre high school swim prep program. Jon questions whether numbers allowed in the water will change when the cover goes on. Christopher reports that at this time there are no new restrictions.
- Question by parent present regarding the parent Code of Conduct: Does not agree that parent should not be able to “motivate and goal set”. She requests changing the wording to reflect what is actually meant by this, i.e: “don’t coach”. Discussion to ammend that conduct. Motion made to ammend parent code of conduct to reflect the above change, seconded and passed unanimously. This was agreed to be fixed prior to the September board meeting.
- Jon reports that the process for the board shadow is going very well.

## New Business: (requested member discussion)

- Delaney Skuse (swimmer): (Topic: Board transparency) She requested a discussion of how team is moving forward? She read a lengthy letter requesting increased swimmer and parent input into decisions that are being made by the BOD. Also, suggestions of a recognition for Coach Mark and celebration of his 35 yrs as the BSC head coach. She suggested that this should come from “the swimmers” not the board.
- Nick Skuse (parent): Topic: Transparency. He presented many questions/statements regarding the BSC BOD transparency including: Opportunity to communicate more corporate structure of board and how it has been set up. Opportunity for people to understand decisions that have been made. “ There is an error of misunderstanding and mistrust. “ He believes we need to be more prepared as a group to handle what happened October 8th. He believes people need to feel more comfortable to discuss issues. He further reports concern regarding decisions that were made regarding coaching staff and dismissal of coach Mark without acknowledgement. He suggests the board should “promote coach involvement in any board discussion”. There is a need for involvement: “open and transparent process that works toward

that goal. " He further states that the "board has an obligation to communicate what decisions are to the members of the club. "


- Jerry Benson: Talked regarding letter sent out for transparency: He also feels as though there is not enough transparency. The board needs to take a step back and accept responsibility for how we are going to prevent this from happening in the future."The Board needs to exhibit transparency through actions. "

Meeting adjourned at 8:00 Minutes submitted by: Toni Brockman

\*Guests in attendance: Jody Shaffer (fundraising/sponsorships), Kristina Smith, Kathie Gedde, Jerry/Windy Benson, James Meskill, Nick Skuse, Jody Shaffer, Delaney Skuse, Kristen Wigle, Aaron Warnock, Robert Gilman, Jamie Skuse, Kristin Wigle, Steve Cegalca, Eddie Huang, Grace Benson/Delaney Skuse, Michelle McDevitt, Jaime Dispenza, Jenny Malone, Lisa Husaby, Robin Kiefer, Amy Johnson, Greg Williams


Amy Johnson

VP

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Greg Williams

Treasurer

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Julie Ostrom

President

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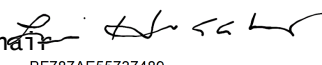
Robin Kiefer

Secretary

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Lisa Husaby

Member at Large/ Safe sport chair

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