

Bend Swim Club Board of  
Directors Minutes



January 14, 2020

Location: SCMC Cascades View Room

## Attendees

**President: Joe Ferrin**

**Coaches: Christopher Pfaffenroth  
Shane Bennett**

**Vice President: Kristie Hornbeck**

**Member at Large: Jen Brady**

**Treasurer: Shane Lefeber**

**Female athlete rep: Paige Lyons**

**Secretary: Toni Brockman**

**Male athlete rep: Lance Borgers**

**Member at large II: Jon Ruggles**

**Safe Sport rep: Julie Ostrom**

**Guests: Monica Elsom, Kaylee Elsom**

## Proceedings

- Meeting called to order at 6:10pm.
- Declaration of conflict of interest: None voiced
- Motion to approve the December BOD meeting minutes, seconded and passed.
- Approval of the February 11th board meeting at 6pm (SCMC specific meeting room location TBA ),, Motion to approve the consent agenda, seconded and passed
- Welcome to Julie Ostrom as Safe sport Rep.
- Christopher Pfaffenroth "bank approval"
- October and November board meeting minutes approved with electronic vote 12/30
- Vote to hire Deb Schoen for policies and procedures approved with electronic vote 12/11
- Motion to nominate Julie Ostrom to BSC BOD as safe sport representative seconded and passed electronically 12/31.

## Coaches report (Report submitted by Coach Christopher)

- Review of club numbers with potential for kids moving in and out of groups.
- Review of meets: Christopher reports Corvallis meet very low energy and questioned attending next year. Willamalane meet very low attendance secondary to difficult travel.
- Staff development: First coaching staff meeting held 1/7. These meetings will occur monthly. Review of MAAP with all coaches. Also, review of credentials for all coaches.
- Review of upcoming meets and coaches that will attend.

- **head coach visibility:** Christopher to attend 4 practices a week in the afternoon, regular newsletters and rotating through and coaching each groups. Also, parent group meetings. Coaches will begin a Safe sport Monday or Wednesday with their groups.
  - **group development change ideas:** Christopher identifies difficulties of current group structures including: very different age kids in the same group, kids with difficult levels of expectations for themselves (i.e. high school state vs. junior national times) in the same groups. He proposes the possibility of an A and B sublevel within each group.
  - **Review of possibilities for summer meet schedule:** Looking into the Cactus Classic in Arizona vs. tri cities meet with goal to travel to prelims/finals meet with as many kids as possible. Also, question of open water swim in the future.
  - **Athlete of the month to return.**
  - **Safe Sport Monday:** Each coach will do a safe sport monday or wednesday.
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## **Student athlete reps: (Paige and Lance):**

- **Paige report on What a student Athlete Reps role is and presented a written description including: eligibility requirements, Key roles, responsibility and functions on board of directors and club. They also reviewed the possibility of team building activities and meeting with all groups prior to board meeting. They will be working closely with Julie and Christopher to develop roll**
- **They report training is going better with consistency with coaching staff.**

## **Financial report: (Shane Lefeber)**

- **Shane reports banks or reconciled. All is up to date. He has set up credit card for Christopher.**
- **He met with Lisa (Tax accountant). She has all necessary paperwork necessary to file. Juniper dues are November: \$2538 December: \$2490. Outstanding balance/discrepancy around May with Juniper. Joe reports touch pads were purchased around this time. Joe to follow up on this issue.**

## **Discussion:**

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- **Review of Deb Schoen report:** Joe suggests document sent out to BSC families. Julie requests any changes that need to be made to be done in coordination with she and April Walkley to include Safe sport appropriate language. Also, discussion to make hand book more accessible including attaching a PDF file for ease of download and print. Jon and Julie to work together with Julie agreeing to track changes in email.
  - **Mission statement update:** Jon to change on website
  - **Juan Careveo (Western Zone Program Development manager):** He will be here January 23th-26th to meet with board and coaches. Jon to draft a communication to club regarding this visit.
  - **Swimposium:** April Walkley to come to lead this event. April has been in contact with Julie to provide information on resources available from USA swimming. Julie to review document and develop the content with Christopher and student athlete reps. Question of date for this to happen. Julie recommends April as it is a little slower time for swimmers. Lance requests early April to not conflict with school testing.

## **New Business:**

- **Jon reviewed positive coaching alliance.** He reports conversation with Spencer who is part of this organization and resides in Portland. Jon requested proposal for program to be a partner. He will send proposal out to the board.

Meeting adjourned at 8:10pm . Minutes submitted by: Toni Brockman