**Bend Swim Club board meeting Minutes**



**June 11, 2019**

**Location: Five Talent Conference room**

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# Attendees

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**President: Joe Ferrin Coach: Mark Bernett**

**Vice President: Kristie Hornbeck Athlete Rep: Emma Brady**

**Treasurer: Shane Lefeber** **Operations Manager: Amy Stafford**

**Secretary: Toni Brockman Member at Large: Jen Brady**

**Member at large II: Jon Ruggles**

**Guests:**

Proceedings

* **Meeting called to order at 6:00pm. Non voting member: Member at Large**
* **Declaration of conflict of interest: None voiced**
* **Approval of the May board meeting minutes, seconded and passed**
* **Approval of July 9th, 2019 meeting, 6:00 pm at Five Talent Conference room**

## **Coaches report (Mark Bernett/See printed report for details)**

* **All groups at or near capacity.**
* **Mark reports entertaining the idea of moving the May invite to the last week in April to spread out time between Corvallis meet.**
* **Sun Country meet less participants by 50 kids with three teams not attending.**
* **Long course season will end at the Bend Open with practice to resume at the beginning of September.**
* **Mark presented the proposed Fall Practice schedule. Additionally, he reports: Dolphins: 4:10 to 4:45 M F. Dryland: Allies group gold: 4:15 to 5:00 Tuesday and thursday. Silver and bronze 6-6:30 MWF.**
* **MAAP (new USA swimming safe sport policy requirements): goes into effect June 23. All USA swimming members 18 and over need to take new athlete protection online course. This includes college swimmers who come home for the summer.**
* **Kyle Stefanides has started as gold assistant and blue group coach this summer. Plan to add another coach as red and dolphin assistant for summer. Mark is trying to find a female. Once Elizabeth leaves the coaching staff will be all male.**
* **Mark reports document in BOX with salary projections for the upcoming year (2019/2012). Stacy not included at this point. Mark will continue to finalize.**
* **Shane brings up point about decreased volunteers stepping up at away meets. Discusssion of possibility of having away meet sign ups prior to start of meet. No final decision on this topic.**

## **Operations Manager Report:**

* **Meet Sponsor details: Amy and Mark reviewed changes to the brochure and sponsor categories with justification for sponsor amounts. Identified Winter invite website logo connectivity change from 1 yr to 6 months. Discussion regarding the use of television to sell advertising at meets. Suggestion to possibly add heat sheet sponsor logos or sell restaurant advertising to be run on television. Agreed to table discussion regarding the use of television at this time.**
* **Amy reports checks from Miller lumber and Les Schwab already received for next season.**
* **Mark reports discussion with Henry Holmbergs parents who reports funds soon to be available for use.**

## **Committee Report:**

* **BSC Financial Task Force: Christy reports tasks assigned this meeting. Task list can be found in BOX. Task progress will be reported next meeting.**

## **Work in Progress:**

* **Communication tools review: Christy presented a grid that breaks down dues, registration fees, pool passes, dryland and estimated season total. Included as well: volunteer hours requirement cost if not completed, required gear, estimated meet entry fees and surcharges and estimated meet entry fees. Amy suggests pool pass cost be moved to bottom of grid. suggestion, to ultimately put document in many places including hard copy. Jon suggests add actual pool time to the grid for value.**
* **Shane presented Pie chart as a simple visual for “wear the money goes”**
* **Joe requests Mark to continue to work out emergency training with Juniper.**

## **Ongoing Business:**

* **Joe discusses the blocks conversation with Mark and Matt Mercer. Bend Parks and Rec have pushed block priority to June or July of 2020. Joe requests Ok to request specific numbers from Parks and Rec for cost of blocks to be able to move forward.**
* **Rising costs letter preliminary letter conversation. Discussion as to when to send out. Agreed that priority for communication: 1. Rising cost letter, 2. Block communication. 3. Fee guide (once expenses known) and 3. Pie chart. Finally Merchant fees communication. Board agrees to send out rising cost letter ASAP. Suggestion for personal hand written letters to communicate the above. Toni to organize letter addressing gathering.**
* **Merchant fees communication: Discussion regarding communication to club and/or whether to pass along to members. Christy reports budget process will shed light**
* **Christy requests Block communication sent out ASAP (as soon as numbers and date more concrete).**

## **Financial Report:**

* **Budget meeting: Shane requests Marks travel budget by the end of the month. Joe reports all additonal information shoud be ready to proceed with metting. Scheduled 6:00 budget meeting on the 18th of June. Christy agrees to host.**

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## Meeting adjourned at 7:25pm

Minutes submitted by: Toni Brockman