**Bend Swim Club board meeting Minutes**



**July 9, 2019**

**Location: Five Talent Conference room**

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# Attendees

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**President: Joe Ferrin(via phone) Coach: Mark Bernett**

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

**Treasurer: Shane Lefeber** **Operations Manager: (absent)**

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

**Member at large II: Jon Ruggles**

Proceedings

* **Meeting called to order at 6:00pm. Non voting member: Secretary**
* **Declaration of conflict of interest: None voiced**
* **Approval of the June board meeting minutes, seconded and passed**
* **Approval of the August 13, 2019 board meeting at 250 NW Franklin AVe. suite 101**

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

* **Mark reports numbers are good**
* **This fall splitting blue group into two groups: middle school group and elementary school group. Capacity for each group will hold at 20-25 (possibly) to allow for reduction to one group in the summer. Shannon recommends presenting proposal to Sue for extra time (shallow end) to accommodate kids in the summer.**
* **Discussion to run capacity numbers at 170 for budget purposes.**
* **Summer break will be from Monday, August 12 to sunday September 8th. First day of short course will be monday, September 9th.**
* **Mark reports he is looking into going back to Florida for meet next year. Unique meet in that they run a Short course prelims and long course finals. Discussion regarding communicating with group most likely to go for planning purposes. Mark reports he will start numbers crunching process for estimated costs.**
* **Jose will be taking over silver and bronze dryland. Ally is no longer able to do secondary to school hours change.**
* **Mark reports on ASCA world clinic that he would like to attend. Highlights are leadership presentation including topic of team culture. He presented estimated cost of $1350 for trip. Discussion of $1000.00 of education funds in the current budget . Suggestion to double that amount in next year's budget.**

## **Operations Manager Report: (presented by Joe/Amy Absent)**

* **Joe discussed with Amy need for another person to run PA system as Joe is the only one trained in this area. Mark reports he would like to learn. It was suggested that another parent be trained as well. Kristie suggests a laminated direction sheet.**
* **Amy has been successful with sponsorship with new Bend open sponsorship by The Christensens (Steve and Stephanie)**

## **Committee Report: Kristie Hornbeck VP and chair**

* **Kristie reports progress this week in financial policies.**
* **Wade Westhoff has identified a number of potential donors that may be helpful in our situation. Wade will reach out to 3 or 4 of these and investigate application process and find out what is needed to initiate process.**
* **Shane and Kristie met with accountant to make forms more financial donor friendly.**
* **Kristie requests Mark begin thinking of possible families who are not travelling secondary to inability to afford.**

## **Work in Progress:**

* **Budget process: Shane reports meeting with Juniper with some concerns regarding cost recovery at 75%. Shane concerned and unclear that there will not be a cap for increases ($/lane hour). Juniper has not given up to date numbers making budgeting very difficult. Mark is awaiting call back from Matt Mercer to clarify. Mark will request Matt be present at the August board meeting.**
* **Order of communication delivery:**
* **Rising cost letter done and awaiting signature of President**
* **Blocks: budgeted 20,000. Awaiting final from Juniper prior to communication**
* **Pie chart and graph sent out together**
* **Discussion to let the merchant fees be “cost of doing business”. Kristie motions**

**that we return to previous merchant fees and void our previous vote on issue.**

**Agreed to table at this time and bring up for discussion during August BOD**

**meeting.**

## **New Business:**

* **Mark reports reschedule of Picnic during Bend Open.**
* **Jen brings up discussion of different options for seniors for fundraising vs. Lap swim.**

## **Financial Report:**

* **Shane reports balances are good**
* **Taxes are done!!**

## 

## Meeting adjourned at 7:25pm

Minutes submitted by: Toni Brockman